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TOWN OF NEEDHAM, MA ANNUAL TOWN REPORT

1711—2019

A. E. FOSS & CO.,
PUBLISHERS OF RESIDENT AND BUSINESS DIRECTORIES.
NEEDHAM, MASS.

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OF
NEEDHAM, MASS., 1888

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Stoves Furnaces, Pumps, Hot Water Heaters, Paints,
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NEEDHAM, MASS.

Cover Photo: *History & Directory of Needham* for the year 1888. Throughout this annual report you will see copies of selected pages from this directory. At the end of the report we have included an article titled "*The History and Directory of Needham, Massachusetts, 1888; or, "Don't Be A Dounderfunk!"* written by Gloria Polizzotti Greis, Executive Director, Needham History Center & Museum. Many thanks to Gloria for the permission to reprint and for the historical stroll through Needham circa 1888.

This 2019 Annual Town Report is Dedicated to
Elaine R. Saunders

Elaine Mazer Saunders grew up in West Roxbury, Massachusetts. She graduated from the Jeremiah E. Burke High School in Dorchester, Massachusetts. She received her Bachelor's Degree from Boston State College and went on to teach first and second grades in Chelsea, Massachusetts for two years. Elaine stopped teaching for a while to raise her twin sons.

After moving to Needham in 1959, Elaine was diagnosed with retinitis pigmentosa in 1961. Knowing she would eventually have to use it, she took on as a challenge to learn braille. In 1969 Elaine was ready to return to the field of education. As an alternative to returning to a traditional classroom to teach, Elaine contacted the Supervisor of Elementary Education in Needham to inquire if there were any visually impaired students in the elementary schools who might require a tutor. While she learned that there were no visually impaired students in need of her services, there was a brand new program called Learning Disabilities that was going to be established in Needham in the fall. The Supervisor advised Elaine to take the Learning Disabilities Course at Boston College that summer and then reconnect with her. Elaine excelled in the program and was assigned to teach children with learning disabilities in the William Carter School for the next 11 ½ years. The program required frequent recertifications and Elaine kept current. And it was during this time that Elaine decided to go for her Master's Degree in Special Education, which she received in 1979 from Framingham State College.

In 1980, when Elaine's eyesight diminished, she applied to the MA Commission for the Blind for a staff position. Elaine became a license certified social worker. For the first two years she was assigned to visit with social rehabilitation clients over the age of 60. She moved on as a Vocational Rehabilitation Counselor serving children from age 14 to adult for the next six years. In this role Elaine was able to rely on her past experience using IEP's from the Carter School. Elaine was ready for her final role at the MA Commission for the Blind when she became the Supervisor of Children's Services and Rehabilitation Teaching. Elaine was the recipient of a Commonwealth of Massachusetts "Pride in Performance" award in 1984.. Her tenure at the Commission lasted for 31 years. She retired in 2011. Elaine states most of all she is very grateful to have had two very rewarding careers and she loved them both.

It is interesting to note that during Elaine's first thirteen years at the Commission, there was no "Ride Service" available until 1993, so from 1980 to 1993 she needed to get around using public transportation. Her determination served her well and she could eventually tell you where all the homeless people congregated from Newton Highlands to Park Street! Her motto is "If you have to do it, you do it".

In post-retirement, Elaine was not one to just sit around – she knew she could help out worthwhile organizations by making calls. Her association working with Springwell allowed her to become assigned to a woman whom she contacted every Sunday for two years until she passed away. It was a very special relationship and Elaine still has contact with the client's daughter. She also served on the Board of Directors at the Deaf-Blind Contact Center for six years, but it wasn't enough to fulfill her.

In 1990, President George H.W. Bush signed into law the Americans with Disabilities Act and she attended a lecture on it. The Needham Commission on Disabilities was established in 1991 and Elaine applied and was appointed to it. Her service to the Commission on Disabilities spanned 29 years. Her guidance on this Committee has been tremendous and has benefitted the Town in so many different ways serving as member and Committee co-chair, conducting meetings, and being involved in all aspects of accessibility and ADA advocacy in the Town of Needham. Elaine states that her time on the Commission on Disabilities has been very rewarding, but that it is time for her to resign.

For a few years, Elaine spoke with the third-grade class at the Hillside School about how she functions as a visually impaired person. She showed them some of the adaptive devices that she used. The students were provided some raw material and asked to make Elaine something they thought would be of help to her. She thought the students were very creative and the sessions were very interesting.

After applying for a voluntary position to make calls at the Needham Community Council, she was interviewed at her home. She was able to demonstrate her ability to use her computer with voice output and how it could become part of the call process. The Council would email Elaine the call script and a list of names who she would need to call. Using the voice output on her computer Elaine as able to braille the information which she used when making her calls from the Community Council. Elaine loves to feel like she is doing something rewarding. It was important to her to know that her work was related to helping to disseminate important messages and not related to fundraising. Elaine also coordinates the MA Commission for the Blind retiree quarterly luncheons.

When not volunteering, Elaine is an ardent sports fan and she has traveled to many countries throughout the world. Elaine is also an avid reader. She says her tastes are "eclectic". When she retired from the Commission for the Blind she looked for a book club that had books on digital cartridges. She then joined the Perkins Library Book Group. She alternates occasionally with books on CD's from the Needham Free Public Library.

Elaine looks forward to continue giving back, spending time with family and friends and being productive.

2019 ANNUAL REPORT TOWN OF NEEDHAM

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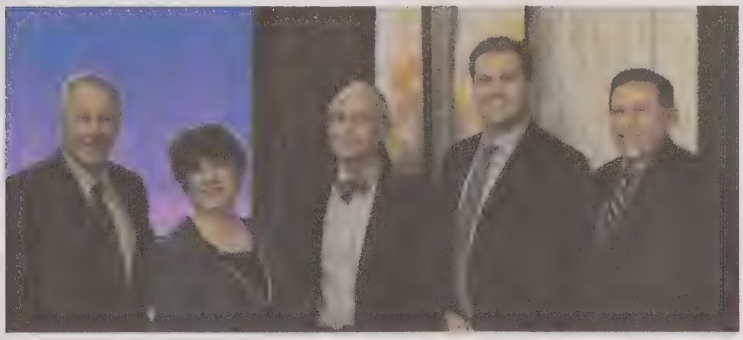
A Message from the Select Board

The Annual Town Report is a document that is issued each spring containing information from the fiscal year that ended the previous June. First and foremost, the report is intended to provide citizens with an accounting of the appropriations and expenditures of the previous fiscal year. The report also contains descriptions of the operations and accomplishments of the various Town departments, boards, and committees, and those regional organizations that had an impact on the operations of the Town in fiscal year 2019.



The Town produces several other documents that will provide residents and property owners with information on Town operations. The Town Manager's Fiscal Year 2021 proposed budget can be obtained from the Office of the Town Manager or at the Town's website at www.needhamma.gov. The budget document contains an analysis of the Town's current financial condition and trends affecting municipal finance. Also included in the proposed budget are goals and objectives of the various departments, boards and committees for the coming year. A companion document to the Proposed Budget is the 2021-2025 Capital Improvement Plan, a summary of which is included in the Proposed Budget for easy reference. The CIP contains valuable information about the capital projects that have been funded in the past four years and those proposed for fiscal year 2021 through 2025. The document also includes a comprehensive list of the Town's outstanding and proposed debt financing obligations. The entire 2021 – 2025 Capital Improvement Plan is also available on the Town's website. The warrant for the 2020 Annual Town Meeting is also available online. It provides interested residents with the items that will be debated at the Town Meeting. The warrant includes the Annual Report of the Finance Committee, as well as the Finance Committee's proposed budget for fiscal year 2021. The warrant also includes a summary table of the Town's current debt obligations.

The Select Board and Town Manager wish to thank the Town staff and the many citizens, volunteers, committee members and others, whose invaluable contribution of time, energy and talent makes it possible for Needham to maintain a well-managed, civic-minded community. At the end of this Annual Report you will find a list of the many individuals who have served the Town this past year. Residents wishing to volunteer for any board or committee appointed by the Select Board should send a letter of interest to the Select Board's Office at Town Hall or visit www.needhamma.gov/committeevacancy.

Town of Needham Community Profile

Name: Town of Needham

Incorporated: 1711

Total Area: 12.61

Elevation: The low elevation is 68 feet above sea level and the high is 298 feet above sea level.

Road Miles: 138

County: Norfolk

Population: 28,886 (2010 census)

Form of Government:
Representative Town Meeting

School Structure: K-12

FY2020 Tax Rate:
$12.49 Residential
$24.55 Commercial

FY2020 Average Single-Family Home Value: $982,564

FY2020 Average Single Family Home Tax Bill: $12,272

Coordinates:
42° 16' 52" N 71° 14' 11" W

Town Hall Address:
1471 Highland Avenue
Needham, MA 02492

Website: www.needhamma.gov

Facebook: Town of Needham
Twitter: @TownofNeedham
Instagram: Townofneedamma

The **Town of Needham** is located on rocky uplands within a loop of the Charles River in Eastern Massachusetts. The town is bordered by Wellesley on the west and northwest, Newton on the north and northeast, the West Roxbury section of Boston on the east, Dedham on the southeast and south, and Westwood and Dover on the south. Needham is ten miles southwest of Boston, twenty-nine miles east of Worcester, and about 208 miles from New York City.

Needham is situated in the greater Boston area, which has excellent rail, air, and highway facilities. Principal highways are State Routes 128 (the inner belt around Boston) and 135, and Interstate Route 95, which shares the same roadway as State Route 128. Commuter rail service is available via four stations to Back Bay Station and South Station in Boston. Needham is a member of the Massachusetts Bay Transportation Authority (MBTA), which provides fixed bus route service between Needham Junction and Watertown Square.

TOWN CLERK

Theodora K. Eaton, MMC, Town Clerk
Helen F. Atkinson, Assistant Town Clerk
Joyce M. Carlezon, Pt.
Maria B. Papantoniou, Dept. Specialist
Kevin T. Pendergast, Dept. Assistant
Lorraine M. Lederhos, Pt.
Sharon L. Tedesco, Pt.

Historically, the position of Town Clerk dates back to biblical times when clerks were often considered scribes or scholars. Their writings became the official records of the period. Today the Town Clerk continues as the official record keeper for the town and records all official business conducted at Town Meetings and elections and provides a wide variety of services to the public as well as local, state and federal governments. The Town Clerk is also the Chief Records Access Officer under the new Public Records Law effective January 1, 2017. The major functions of the Town Clerk's Office are spelled out in over 73 chapters and 400 sections of the Massachusetts General Laws as well as local Town By-Laws. Other responsibilities include records management, Burial Agent, registration and certification of vital statistics, voter registration, licensing, compilation of the Annual Census and the Street/Voting Lists, Board of Appeals and Planning Board decisions, and the most complex - those relating to elections and Town Meeting. The State Ethics Commission's enabling act of 2009 which requires city and town clerks to provide municipal employees, including elected and appointed officials, with an annual summary of the Conflict of Interest Law, instructions on how to complete the mandatory online training requirements biannually, and The Open Meeting Law. Part of this legislation, the revision of the Open Meeting Law, requires municipal clerks to post meeting notices and agendas of all committees and boards at least 48 hours prior to the meeting exclusive of Saturdays, Sundays, and holidays. This seemingly simple requirement can be quite time consuming in a community of close to 32,000 residents!

The Town Clerk's Office is often considered the core of local government serving as the central information point for residents. The Town Clerk's Office serves as Commissioners to Qualify Oath of Office for the Commissions Division of the Office of the Secretary of The Commonwealth and, until January 1, 2012, as licensing agents for the Division of Fish & Wildlife. At that time the Division of Fisheries & Wildlife began to issue licenses electronically. One of the requirements was that the State's vendor would withdraw license fees from the town's checking account on a weekly basis. Since this was not permitted by most communities (including Needham) we could not continue selling Fish and Game licenses. From July, 2000 until May, 2011 the Town Clerk's Office served as a Passport Agency for the U. S. Department of State. The U. S. Department of State has determined that offices in which birth certificates are issued can no longer serve as a Passport Agency. The Needham Town Manager's Office has taken over this process as a service to our residents.

The number of Town Meetings and elections varies from one fiscal year to the next ranging from one Town Meeting and one Election to multiple Town Meetings and Elections (not including any specials called by the Commonwealth of Massachusetts or the Select Board). The Annual Town Election is held on the second Tuesday in April and the Annual Town Meeting begins on the first Monday in May per Needham's Town Charter. Fiscal Year 2019 was a much busier period in the Town Clerk's Office with three elections as opposed to one election in Fiscal Year 2018. Fall Elections - the State Primary and State Election were held on September 4, 2018 and November

6, 2018 respectively. Two Special Town Meetings were held on Monday October 10, 2018 and January 22, 2019. The Annual Town Election was held on Tuesday, April 10, 2018 plus the Annual Town Meeting and the Special Town Meeting in May. The following is a comparison of the number of elections and town meetings in Fiscal Year 2018 and 2019:

Fiscal Year 2018

- Special Town Meeting – Monday, October 2, 2017
- Annual Town Election – Tuesday, April 10, 2018
- Annual Town Meeting – Monday, May 2, 2018
- Special Town Meeting – Monday, May 14, 2018

Fiscal Year 2019

- State Primary - Tuesday, September 4, 2018
- Special Town Meeting – Wednesday, October 10, 2018
- State Election – Tuesday, November 6, 2018
- Special Town Meeting – Tuesday, January 22, 2019
- Annual Town Election – Tuesday, April 9, 2019
- Annual Town Meeting – Monday, May 6, 2019
- Special Town Meeting – Monday, May 13, 2019

The 2018 State Primary had a total of 7,106 votes cast or 33.9% of the 20,949 registered voters (or 32.2% including both active and inactive voters – 22,054). Special Town Meeting of October 10, 2018 disposed of 15 articles in one session. The State Election had a total of 16,445 votes cast or 73.35% of the 22,419 registered voters which includes 1109 inactive voters. The Special Town Meeting of January 22, 2019 disposed of one article – Appropriate for Mitchell School Modular Classrooms. The Annual Town Election for the election of Town Officers and Town Meeting Members had a total of 1,426 votes or a turnout of 6.62% of the 21,525 registered voters - a low voter turnout for the town's most costly election. The Annual Town Meeting beginning May 6, 2019 disposed of 52 articles in three sessions; and the Special Town Meeting of May 13, 2018 held within the Annual Town Meeting disposed of 4 articles.

FY2019 HIGHLIGHTS

The Summer of 2018 was much busier than the prior year in preparation for the 2018 State Primary and State Election. Early Voting was in full force from October 22, 2018 to November 2, 2018 including one evening and one all-day Saturday session. Over 6,637 early voters came to Town Hall during that time frame to cast their ballots in the State Election. We applied to the Secretary of the Commonwealth for an Early Voting grant and received $2800 to offset costs. Subsequently the Commonwealth determined that Early Voting was a State mandate and the Town received additional reimbursement of $6370.69.

The statewide vital records electronic birth program became a reality in 2011 and is working extremely well. The State Department of Vital Statistics continues to add birth records to the system currently dating back to 1950's. With the new statewide electronic death module going "live" as of September 1, 2014, the Board of Health turned over the designation of burial agent to

the Town Clerk. This has made the new electronic death system more efficient and effective. This has really modernized the vital records program statewide and is beneficial to all involved. We hope to work funding for the electronic marriage records.

The Special Town Meeting of October 10, 2018 approved one General and one Zoning By-Law amendment. The Annual Town Meeting approved three General By-Law amendments and no Zoning By-Law amendments. Under Article 18 Town Meeting approved the FY2019 Operating Budget in the amount of $178,260,006. Total appropriations including the Fiscal Year 2019 Operating Budget approved at the Annual Town Meeting totaled $208,638,586.50. The General and Zoning By-law amendments of all Town Meetings were subsequently approved by the Attorney General.

The following is a comparison of the Town of Needham's vital statistics compiled during the past six fiscal years.

VITAL STATISTICS

	FY2019	FY2018	FY2017	FY2016	FY2015	FY2014
Births to Residents:						
7/1/18 - 12/31/18	122	133	125	140	128	141
1/1/19 - 6/30/19	149	131	115	123	117	134
Total Births:	**271**	**264**	**240**	**263**	**245**	**275**
Deaths: Residents						
7/1/18 - 12/31/18	122	112	125	124	102	116
1/1/19 - 6/30/19	130	145	163	155	139	134
Residents:	**252**	**257**	**288**	**279**	**241**	**250**
Deaths: Non-Residents						
7/1/18 - 12/31/18	105	154	148	152	141	143
1/1/19 - 6/30/19	100	138	154	154	121	123
Non-Residents:	**205**	**292**	**302**	**306**	**262**	**266**
Total Deaths:	**457**	**549**	**590**	**585**	**503**	**516**
Marriages:						
7/1/18 - 12/31/18	34	58	51	52	46	45
1/1/19 - 6/30/19	29	22	43	17	17	44
Total Marriages:	**63**	**80**	**94**	**69**	**63**	**89**

Dog Licenses Issued:

7/1/18- 6/30/19	FY19	FY18	FY17	FY16	FY15	FY14
* Male & Female Dogs @ $25	221	193	171	205	192	193
* Spayed & Neutered Dogs @ $20	2.984	2.710	2.842	3.062	2.598	2.782
* Kennels @ $ 50	2	2	5	7	8	42
* Kennels @ $ 75	2	2	3	2	3	9
* Kennels @ $150.	1	1	0	1	0	0
Hearing Dogs - No Charge	0	0	0	0	0	2
Seeing Eye Dogs - No Charge	0	2	2	2	2	0
Transfers @ $1.00	3	4	6	7	5	0
Prior Years' Licenses (32 @ $20)	57	43	20	32	7	0
Prior Years' Licenses (2 @ $25)	6	3	2	2	0	9
Prior Years' Licenses (0 @ $10)	0	0	0	0	19	67
Replacement Licenses (27 @ $1.00)	17	26	22	27	24	19
TOTAL	**3,293**	**2,986**	**3,073**	**3,345**	**2,856**	**3,123**

* The Select Board voted to increase the dog license fees effective January 1, 2014. The new fee is reflected in all five fiscal years.

FISCAL YEAR REVENUES PAID TO TOWN TREASURER

Fiscal Year	2019	2018	2017	2016	2015
General Fees	119,895.75	115,000.70	127,835.10	114,973.90	89,964.85
Liquor Licenses	94,785.10	96,376.07	92,580.00	83,720.00	86,145.00
Other Licenses	25,917.00	27,654.00	24,612.00	21,470.00	23,249.00
Dog Licenses	66,915.00	60,390.00	62,068.00	67,738.00	57,744.00
Sub Total	307,512.85	$299,431.77	$307,095.10	$287,901.90	$257,102.85
Accrued Interest	0	0	$968.32	0	0
Public Record Request	0	0	$137.50	0	0
TOTAL	**$307,512.85**	**$299,431.77**	**$308,200.92**	**$287,901.90**	**$257,102.85**

The Town Clerk's Office is oriented to serving the public and is open daily from 8:30 A.M. - 5:00 P.M. Monday through Friday and from 7:30 P.M. to 9:00 P.M. on the second and fourth Tuesday evenings except for July and August when the office is open from 7:30 P.M. to 9:00 P.M. on the third Tuesday evening. Please check with the Town Clerk's Office for any changes in special evening hours.

BOARD OF REGISTRARS

John W. Day, Chairman
Barbara B. Doyle
Ann M. Cosgrove
Theodora K. Eaton

PURPOSE

The Board of Registrars consists of four members of which one member is the Town Clerk by virtue of the office. The remaining members are appointed by the Select Board for alternate three-year terms. This Board can be compared to an Election Commission in a city and the Elections Division of the Office of the Secretary of the Commonwealth at the state level. The board must always contain, as nearly as possible, representatives of the two leading political parties - Democrats and Republicans - and no more than two members of each. Our long time Registrar, Mary J. McCarthy, retired on March 1, 2013 after more than 35 years of service as one of Needham's Registrars. Subsequently, the Select Board appointed a new Registrar - Ann M. Cosgrove. Ann is the newest member of the Board of Registrars and has quickly become a welcomed member.

The Town Clerk and office staff carries out the functions of the Board of Registrars. These responsibilities include the conduct of elections and recounts, voter registration, compilation of the Annual List of Residents (the Annual Town Census), publication and circulation of the voting and street lists, certification of signatures on nomination papers and petitions, and recording of Town Meeting attendance.

The Select Board voted to change five of the ten polling locations effective with the April 8, 2014 Annual Town Election. There is a rumor that several of the polling places will be changed by vote of the Select Board prior to the 2020 elections. The current polling places have been designated as follows:

Precinct A - Center at the Heights
Precinct B - Center at the Heights
Precinct C - Newman School - Gymnasium
Precinct D - Newman School - Gymnasium
Precinct E - Broadmeadow School Performance Ctr
Precinct F - Needham High School - Gymnasium
Precinct G - Needham High School - Gymnasium
Precinct H - Broadmeadow School Performance Ctr
Precinct I - William Mitchell School - Gymnasium
Precinct J - William Mitchell School – Gymnasium

FY2019 HIGHLIGHTS

In Fiscal Year 2019 the Board of Registrars conducted three elections – the State Primary on Tuesday, September 4, 2018, the State Election on Tuesday, November 6, 2018 and the Annual Town Election on Tuesday, April 9, 2019. Voter turnout for the 2019 Annual Town Election was extremely poor. Government starts at the local level and stronger voter participation is encouraged. Make your voice heard!

State Primary ~ Tuesday, September 4, 2018 ~ 7,106 or 33.9%
State Election ~ Tuesday, November 6, 2018 ~ 16.445 or 73.35%
Annual Town Election ~ Tuesday, April 9, 2019 ~ 1,426 or 6.62%

The Annual Town Listing of Residents was conducted by mail again this year. 64% returned the census forms over a four-month period. We then reviewed those addresses that had not responded and sent out follow-up census forms. Once again, the Annual Census included a request for Veteran status. The dog license application was included with instructions on how to license your dog on the new Online Pet Registration program. In accordance with Massachusetts General Laws the Annual Census is used to purge the Town's voting list, provide a listing for use by the Jury Commission, provide listings of school-age residents under the age of 21 for the School Department, and compile the list of dog owners. It is also used for public safety purposes as well as federal funding. It is very important to get a full and accurate count. In order to accomplish this, we need each and every household to send in their census forms. Hopefully the return will be even greater in 2020.

Upon completion of the local listing, confirmation notices were sent to all those registered voters who were not reported as living in Needham on January 1st. Those voters who proved residency were reinstated; those voters who responded with notification of a residence outside of Needham were removed from the Voting List; and those voters who did not respond to the confirmation notice were placed on the inactive voting list. The inactive voter status remains until the conclusion of the second biennial state election at which time those inactive voters are permanently removed from the Town of Needham's voting list. Names were also removed because of death and other changes in voting status. Upon completion of the annual census, the total number of registered voters was 21,493 plus 1,196 inactive voters. The 2019 population for the Town of Needham includes 31,599 residents plus 1,196 inactive voters for total of 32,795. The registered voters were comprised of 7.141 Democrats, 2,288 Republicans, 11,871 Unenrolled, and 193 miscellaneous political designations. 1,196 inactive voters brought the total number of registered voters to 22,689.

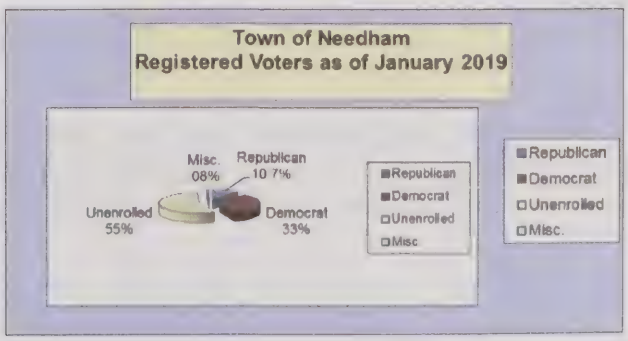
ANNUAL TOWN CENSUS POPULATION

ALL	VOTERS +	INACTIVE VOTERS	RESIDENTS	* ALL
1990	17,693	-----	28,568	
1991	18,284	-----	28,470	
1992	18,092	-----	28,134	
1993	18,504	-----	28,074	
1994	17,703	-----	28,384	
1995	18,212	-----	28,740	
1996	18,490	-----	29,156	
1997	19,306	-----	29,340	
1998	19,514	-----	29,925	

ALL	VOTERS	+ INACTIVE VOTERS	RESIDENTS	* ALL
1999	18,237	1,159	28,630	29,789
2000	18,271	1,358	28,860	30,218
2001	18,741	1,111	29,019	30,130
2002	18,555	1,372	29,237	30,609
2003	18,593	900	29,376	30,276
2004	18,437	1,474	29,107	30,581
2005	18,712	994	28,996	29,990
2006	18,396	1,209	29,078	30,288
2007	18,642	1,043	29,414	30,457
2008	18,903	1,370	29,452	30,822
2009	19,463	934	29,973	30,907
2010	19,269	1,350	30,128	31,478
2011	18,802	1,320	29,636	30,956
2012	19,475	1,163	30,351	31,514
2013	20,340	579	30,720	31,299
2014	20,015	703	30,647	31,351
2015	20,008	933	30,513	31,446
2016	20,392	1,096	31,189	32,285
2017	20,939	900	32,333	33,233
2018	20,880	1,156	31,329	32,485
2019	21,493	1,196	31,599	32,795

* Includes Inactive Voters beginning in fiscal year 1999

The 2010 Federal Census was conducted in April, 2010 with a stated population for the Town of Needham of 28,886. It is interesting to note that the Federal Census counts students as living at their colleges and universities while the Town counts students as living at the home of their parents. This variation accounts for the difference in local and federal population totals. The Local Elections Districts Review Commission has approved the town's federal census numbers and this became effective on December 31, 2011. Subsequently, the Town's voters were notified of their new polling locations and all Representative Town Meeting members ran for election at the April 10, 2012 Annual Town Election. Those Town Meeting members who receive the top one-third votes received the three-year term. Those with the second one-third votes received the two-year term. And those with the last one-third votes received the one-year term. LUCA is gearing up for the 2020 Federal Census. Federal Census will list your residence on April 1, 2020. Please be counted.



SELECT BOARD / OFFICE OF THE TOWN MANAGER

SELECT BOARD
John A. Bulian, Chair
Maurice P. Handel, Vice-Chair
Matthew D. Borrelli, Clerk
Marianne B. Cooley
Daniel P. Matthews

Kate Fitzpatrick, Town Manager
Christopher Coleman, Assistant Town Manager/Operations
Rachel Glisper, Director of Human Resources

DEPARTMENT STAFF
OFFICE OF THE TOWN MANAGER
Sandy Cincotta, Support Services Manager
Nikki Witham, Department Specialist
Louise Kempt, Department Assistant

HUMAN RESOURCES
Jill Schaffer, Benefits Administrator
Ellen Reulbach, Administrative Assistant
Chuck Murphy-Romboletti, Assistant Director of Human Resources

Article 50 of the May 2018 Annual Town Meeting was a Home Rule Petition to Amend the Town Charter that included language to transition to gender-neutral language when referring to this Board. Town Meeting approved this petition, and the Board of Selectmen was renamed the Select Board by action of the Legislature and approval of the Governor on January 1, 2019

The Select Board consists of five individuals elected for staggered three-year terms and serves as one part of the Executive Branch of government of the Town, which it shares with other elected and appointed boards. The Select Board customarily meets on the second and fourth Tuesdays of the month, except in July and August, when meetings are generally held only once per month, and in April, when the Board's meetings are scheduled around the annual municipal election. Meetings begin at 6:45 p.m. at Town Hall. From 6:45 to 7:00 p.m., residents who wish to informally discuss matters with the Board may do so. Residents are asked to contact the office and make an appointment. Other meetings may be scheduled as needed and are posted at Town Hall and on the Town's official web site www.needhamma.gov.

The Select Board appoints a Town Manager, who, along with the Assistant Town Manager/Operations, is responsible for the administration of the day-to-day operation of the Town. The Director of Human Resources provides personnel and benefit management assistance to all Town Departments, Boards and Committees. The Assistant Town Manager/Operations, the Director of Human Resources, and the Assistant Town Manager/Finance serve with the Town Manager as the Town's senior management team, responsible for negotiations with, and contract administration for the Town's six general government collective bargaining groups.

FY2019 IN REVIEW

Select Board Organization
In April 2019, Daniel P. Matthews was re-elected to a three-year term on the Select Board. Following the annual Town election, the Board re-organized with John A. Bulian as Chair, Maurice P. Handel as Vice Chair, and Matthew D. Borrelli as Clerk.

PROGRESS TOWARD BOARD GOALS FOR THE COMMUNITY

The Select Board annually reviews its goals and objectives for the year. Progress toward community goals in FY2019 included the following:

Maximize the use of Town assets and ensure that Town and School services are housed in buildings that provide suitable and effective environments.

- The FY2020 budget approved by Town Meeting included funding for the implementation of full-day kindergarten. Because of the multi-year planning effort for this project, the Board was able to recommend the necessary funding within the operating budget without an override.

- The Public Safety Building and Fire Station #2 construction project was approved by Town Meeting and the voters. Construction began on Station #1 and for swing space at the Hillside School began in FY2019.

- The DPW storage facility project on Central Avenue was funded and is under construction. The Board approved the naming of the facility in honor of Jack Cogswell. Project completion is expected in calendar year 2019.

- The reconstruction of the Memorial Park fieldhouse began in FY2019 and will take approximately one year to complete.

- Weston & Sampson was engaged to perform the environmental assessment in order to facilitate discussion about the future use of the Ridge Hill/Nike property. Town Meeting approved a request for funding to continue the evaluation of potential use of the parcels, roadway access, and demolition of structures.

Ensure appropriate Regulation and Assessment of, and Investment in Infrastructure.

- The Route 128/95 Add-a-Lane project is complete.

- A working group was established to gain a better understanding of the impact of commercial and residential growth on the Town's infrastructure, including but not limited to traffic, transportation, water, sewer, drains, roads and bridges, and school facilities, and to identify options for managing that impact. A consultant was hired to assist with the work, and the report it projected to be released in calendar year 2020.

- A plan for NPDES compliance including a Stormwater By-Law was approved at the October 10, 2018 Special Town Meeting.

- The Board reviewed the initial report of the pedestrian safety audit, and planned a public hearing on the final report. Procurement for the installation of the first pedestrian activated flashing beacons began in FY2019.

- The Town used grant funding to purchase 10,000 reusable shopping bags that were distributed in public buildings and in supermarkets. The bags include the pedestrian safety logo from the "Walk Aware Needham" campaign.

- The Town interviewed four consultants and has selected a firm to complete the prioritization plan – the next phase of the Complete Streets project. This work is expected to be ready for public hearing in early 2020.

Maintain and improve the vitality and economic success of the Town.

- In conjunction with the Planning Board, the Select Board evaluated options for the redevelopment of Chestnut Street and Industrial Zones along Route 128.

- The Town worked with Newton to implement the economic development plan for the N^2 corridor; evaluated the relationship between Needham Crossing and the N^2 Innovation District and recommend a branding strategy for Needham Crossing. The Board reviewed options for signage/branding and agreed on a logo design.

Expand energy efficient and environmentally sound operations for the Town and its residents and businesses.

- The Board continued to pursue options for limiting the use of plastic bags at certain retail establishments. All of the impacted retailers are complying with the voluntary ban.

Maintain and develop amenities that contribute to the desirability of Needham as a place to live and work.

- The Board coordinated with DCR to encourage access to Cutler Park. The FY2019 State budget included $100,000 for Cutler Park improvements. DCR used the funds to mill and pave two parking areas and to replace two fire gates at the property.

- The Town installed Big Belly receptacles at Memorial Park, DeFazio Field, and the Chestnut Street Parking Lot.

- The Board discussed considered and recommended a zoning proposal to create accessory dwelling unit zoning, planned for the October 28, 2019 Special Town Meeting.

- The Property Tax Assistance/Taxation Aid Committee met with the Select Board to plan for a more targeted program for donations.

- The Select Board, in conjunction with the Park & Recreation Commission, supported the expansion of hours of operation of the Pools at the Rosemary Recreation Complex from during the summer months. Funding to provide for an extended season was approved by Town Meeting.

Maintain and Enhance the Town's Financial Sustainability.

- The Town has engaged a consultant to evaluate the efficiency of the RTS facility.

- A staffing plan for the new Memorial Park Fieldhouse was created, and funding for this purpose was approved by Town Meeting.

Evaluate Town Operations and Administration

- The Town developed a funding strategy to meet the staffing needs of the Police and Fire Departments in the context of the current and planned growth in Needham Crossing. The FY2020 budget included a proposal for funding eight new firefighters (75% of which will be funded by a grant), and one new police officer. The Town Manager will recommend an additional two police officers in FY2021. One police officer position was funded in FY2019 and in FY2020.

- The Board voted to approve a revised facility use policy and fees at its meeting on October 23, 2018.

- A Public Information Officer position was created to expand the Town's communications efforts. Town Meeting approved funding for a two-year program.

The Board also identified the following Governing Principles:

- Targeted options for property acquisition will be explored.
- The Town will work to develop a consensus with Newton regarding transportation options along the Highland Avenue/Needham Street corridor.
- Appropriate coordination of all the major road projects affecting the Town is a priority.
- Town policies and regulations will be reviewed and updated on a periodic basis.
- The Town will prioritize the reconstruction and repair of existing sidewalks before embarking on new sidewalk construction.
- Opportunities to install community art will be explored.
- The Town should be an age friendly community.
- The number of pedestrian accidents is concerning and should be addressed.
- The Town will conduct a Capital Facility Summit on a biennial basis.
- Emergency preparation and planning is a high priority.
- Opportunities for departmental consolidation and efficiency improvement will be identified and implemented.
- Opportunities to enhance communication with the public will always be considered.
- Opportunities to collaborate on additional programs and services that will benefit Needham's veterans will be explored and implemented.
- Opportunities for streamlining the permitting process will be explored and implemented.
- Opportunities to expand the distribution of notices of public hearings will be explored and implemented.

STATISTICS

	FY19	FY18	FY17	FY16	FY15	FY14	FY13	FY12
Number of Licenses Issued	179	174	190	155	156	169	151	138
All Alcohol	19	20	19	16	16	15	16	15
Club	3	3	3	3	3	3	3	3
Wine & Malt	1	1	2	2	2	3	3	6
Package Stores	6	6	5	5	5	5	5	N/A
Carry in Special Permit	1	1	1	1	1	1	1	1
Class I	2	2	2	2	2	2	2	2
Class II	8	6	5	5	5	5	5	5
Common Victuallers	58	56	59	55	56	56	52	54
Innkeeper	2	2	2	2	2	2	2	1
Lodging	2	2	2	2	2	2	2	2
Sunday Entertainment	7	5	6	5	3	5	5	2
Weekday Entertainment	11	8	9	7	5	4	6	4
Bowling Alley	1	1	1	1	1	1	1	1
Livery	3	2	2	2	2	2	3	1
Pool Table	1	1	1	1	1	1	1	1
Sale of Second Hand Goods	8	8	8	9	8	10	10	9
Special Permit (24 hour food service)	1	1	1	1	1	1	1	1
Mobile Food Trucks	8	10	1	2	2	N/A	N/A	N/A
One-Day Special Liquor Permit Issued	37	39	61	34	39	51	33	30

Activity	FY19	FY18	FY17	FY16	FY15	FY14	FY13	FY12
Number of ATM Articles	52	53	65	52	50	46	51	42
Number of STM Articles	21	27	24	27	16	26	28	27
Number of SB Meetings	40	39	38	31	31	34	31	28
Number of New Appointments Processed	53	37	37	13	22	37	36	50
Number of Reappointments Processed	32	48	50	46	35	63	138	95
Number of Grant of Location Public Hearings	17	35	24	23	23	26	17	14
Number of Liquor Related Public Hearings	13	16	10	7	7	6	19	9
Number of Other Public Hearings Conducted	15	28	14	13	13	13	12	12
Number of Block Parties Granted	51	57	57	60	50	51	57	65
Number of Road Events Granted	13	13	17	7	16	19	24	21

Passports	FY19	FY18	FY17	FY16	FY15	FY14	FY13	FY12
Number of Passports Accepted	237	239	228	205	247	194	229	174
Revenue - Execution Charges	$8,295	$6,535	$5,700	$5,125	$6,175	$4,850	$5,575	$4,350

Powers Hall Usage	FY19	FY18	FY17	FY16	FY15	FY14	FY13	1/12/12-6/30/12
Total # Meetings/Events	92	123	107	95	65	104	132	39
Municipal Events	72	108	90	83	49	85	110	27
Public Events	20	15	17	12	16	19	22	12
Fees	$9,032.35	$11,286	$9,179	$7,871	$11,814	$11,224	$9,702	$4,129

Commissioners of Trust Funds

Daniel Burns, Vice-Chairman (appointed to serve until April 2020)
Joseph P. Scalia, Chairman (elected to serve April 2019 to April 2022)
Heydon Traub, Secretary (elected to serve April 2018 to April 2021)

Our mission as Commissioners of Trust Funds (COTF) is twofold: 1) prudent investment of Needham's various Trust Funds, using a long-term horizon, and 2) prudent disbursement of Trust Funds in a manner consistent with the donor's wishes. Our third goal is to increase the number of assets we oversee, and to prudently grow those assets.

The Commissioners review the investment policy annually. This review resulted in the Needham COTF formally updating our investment policy for Trust Funds in 2009 and again in 2011, specifying a percentage target range of asset allocation among various asset classes. This policy delineates our target asset allocation among various asset classes. Trust Funds are pooled for investment purposes, (yet accounted for separately), which allows for a reduction of management fees and a broadly diversified portfolio, including Fixed Income investments, and Domestic and International Equity securities.

The COTF currently has oversight of 90 trusts. About 66% of assets are Needham school related, with most of these trusts earmarked for scholarships, awarded annually to Needham High School graduating seniors. About 15% of the assets in the overall Needham Trusts are for general use purposes of our town Library. The remaining 19% of trusts are for a wide variety of purposes, such as Parks and Recreation, the Council on Aging, Domestic Violence Prevention, the Community Revitalization Trust, Drug and Alcohol Abuse Prevention, and others.

Through contributions to existing trusts, establishment of new trusts, prudent financial management, and modest investment market gains, the Trusts have grown over the past ten years from a total of $3.0 million at the end of fiscal year 2008, to about $8.1 million at the end of fiscal 2019.

In complying with the various trust agreements we emulate a time honored practice used by Foundations and Endowments, to disburse about 4% of a Trust's balance each year, irrespective of the earnings in the prior year. With the goal of realizing a return from our Trust's diversified portfolio in the 5%-7% range per annum over a market cycle, we thus expect the value of the Trusts to grow slightly and preserve the inflation-adjusted value of the Trusts for future generations. This fiscally disciplined approach allows a more predictable annual stream of disbursements, rather than relying on the rate of return in any one particular year, and has been well received by the beneficiaries of the Trusts.

Our third goal is to increase the visibility of the Town Trust Funds. Contributions to existing trusts are always welcome, and a new trust to benefit some aspect of town life can be established for as little as $5,000. The Trust Fund Commissioners continue to seek contributions and bequests from civic minded citizens with a desire to improve our community for present and future generations. We are eager to assist in the establishment of additional trusts, and will work with town residents, estate planners and attorneys to establish a Trust for any worthy civic purpose. A trust is a

wonderful way to commemorate an individual, a special event, or to support a designated Town purpose.
We also believe that the Trust Funds' investment strategy could be beneficial to other Needham organizations. For example, funds raised and held in low interest bank accounts, by private and non-profit town groups and organizations, with the approval of Town Meeting, could be moved to the Needham Trust Funds roster and thus take advantage of the lower management fees and investment diversification that the larger pool of assets allows. Please contact the Commissioners or the Town Treasurer's office if you or your organization would like further information about the Town Trusts. Your contributions are tax deductible.

DEPARTMENT OF FINANCE

David Davison, Assistant Town Manager/Director of Finance; Zhiwen Fung, Administrative Analyst ***Accounting:*** *Michelle Vaillancourt, Town Accountant; Therese Holt, Assistant Town Accountant; Terry Caruso, Payroll Coordinator; Carol Gordon-Johnson, Accounts Payable Administrative Specialist; Lisa McDonough, Department Specialist;* ***Assessing:*** *Hoyt B. Davis, Jr. Director of Assessing; Nancy Martin, Assistant Director of Assessing; Marie Northup, Field Assessor; Karen Rogers, Department Specialist;* ***Information Technology Center:*** *Roger MacDonald, Director of Management Information Systems; Benjamin Anderson, GIS/Database Administrator; James Donovan, Technology Support Technician; Steve Freeman, Computer Operator; Matthew Tocchio, Network Manager; Terry Wolfson, Applications Administrator;* ***Office of the Parking Clerk:*** *Paul Sammarco, Parking Clerk* ***Procurement:*** *Tatiana Swanson, Finance and Procurement Coordinator;* ***Treasurer/Collector:*** *Evelyn Poness, Town Treasurer and Tax Collector; Diane Ryan, Assistant Treasurer/Collector; Kristin Bent, Department Assistant 2; Vicki Cyriac, Department Specialist; James "Gordon" McMorrow, Department Assistant 1; Jill Seaman, Department Specialist; vacant, Administrative/Office Support Specialist.*

DEPARTMENT DESCRIPTION

The Department of Finance includes the operations of the Assistant Town Manager/Director of Finance, Accounting, Assessing, Information Technology, Parking Clerk, Procurement, and the Treasurer/Collector. The Department is responsible for the overall financial management of the Town, including advising and updating the Town Manager, Select Board, Finance Committee, and other interested parties on the Town's financial condition. Services provided include, but are not limited to, preparation of the five-year Capital Improvement Plan, financial status reports, cash management, debt management, property valuation assessments, citizen assistance programs, property tax and utility billing, collection activities, risk management, audit review and internal financial controls. Additionally, the Department oversees Town compliance with the Uniform Procurement Act, and hears appeals on and enforces the collection of parking fines. The Department also provides and supports system-wide applications and the Town's computer network. The Information Technology Center (ITC) also supports and hosts a number of specific software applications for various functions of municipal government.

The Department is responsible for complying with a myriad of municipal finance laws and regulations as well as meeting the financial reporting requirements of the Federal and State government. These financial controls are essential in order to properly safeguard taxpayer dollars. Much of the activity of the Department of Finance involves the day to day management of the Town's finances including the $164 million general fund budget, $18 million in special revenue, $17 million in enterprise funds (water, wastewater and solid waste), as well as trust funds. The Department also monitors and reviews the capital spending activity of all departments. The Department processes the payroll including all monthly, quarterly, and annual reports for Town

and School employees. On a weekly basis, the Department processes hundreds of invoices for payment to vendors, and for services and supplies procured by Town departments.

PERSONNEL CHANGES

In October 2018, Zhiwen (Wendy) Fung, was promoted to the position of Administrative Analyst for the Department of Finance. Wendy previously work for the Treasurer/Collector's office as Department Specialist. A new member joined the Department of Finance in April 2019, Vicki Cyriac who was hired for the part-time Administrative/Office Support Specialist position in the Treasurer/Collector Office. Ms. Cyriac was later promoted to the full-time position of Department Specialist in the Treasurer/Collector's office. We welcome Vicki Cyriac to the Finance Department and congratulate Wendy Fung on her promotion.

FY2019 HIGHLIGHTS

During fiscal year 2019, the Town realized revenue in excess of budget of $6.8 million and realized budget returns of $4.9 million. General Fund revenue in excess of budget was higher than the fiscal year 2018 results. The $4.9 million budget return was higher than the fiscal year 2018 return of approximately $4.5 million. The higher revenue surplus was primarily due to motor vehicle excise, other excise, and interest income. However, the budget return was on par with recent years, with a return of 3.0% of the fiscal year 2019 budget which compares to a return of 2.9% for fiscal year 2018.

Motor vehicle excise tax revenue was 3.9% more than the prior year's actual receipts ($6,138,951 for FY2019 vs $5,910,555 for FY2018), the margin between budgeted and actual revenue was slightly higher, with actual receipts for fiscal year 2019 at $1.24 million over the budget, compared to $1.16 million over the budget for fiscal year 2018.

Revenue generated from other taxes, penalties, and payments in lieu of tax was approximately $0.77 million over the budget for fiscal year 2019 which compares to the $0.52 million over the budget for fiscal year 2018. Comparing the actual revenue from those sources for fiscal year 2019 to fiscal year 2018 shows mixed results, with the total receipt being approximately $277,000 more ($2,408,784 for FY2019 compared to $2,132,175 for FY2018). However, the result was due to a significant increase in room excise, which was $311,850 more than the fiscal year 2018 revenue; the meals excise was $49,943 more than the prior year. An increase in the room excise was anticipated for fiscal year 2018 due to the opening of a third hotel, but did not materialize in fiscal year 2018, that changed in fiscal year 2019. The increases in the room and meal excises helped to offset the decline in penalty for late payment related and payment in lieu of tax revenue, which together declined by approximately $81,000 for the year.

Revenue from licenses and permits declined by less than one percent, but residential and commercial construction activity remained strong. The total permit income for fiscal year 2019 was $2,590,858 compared to $2,603,017 for fiscal year 2018.

Overall total actual General Fund revenue ($170,553,852) for fiscal year 2019 was $13,907,477 more than the total for fiscal year 2018 ($156,646,375). The increase was principally related to the growth in property taxes with $11.75 million more in fiscal year 2019, approximately 84% of the increase in total General Fund revenue. The increase resulted from the higher New Growth

tax revenue, and a higher amount of excluded debt which was added to the tax levy, for projects previously approved by the voters of Needham. The total General Fund revenue surplus for fiscal year 2019 was $6,821,736 which was $2,000,164 more than fiscal year 2018. The combination of motor vehicle excise revenue permit and license revenue, and other local tax receipts contributed approximately 39.2% of the total General Fund surplus for fiscal year 2019.

The fiscal year 2019 General Fund operating budget returned $4,894,717 or approximately 3.0% of the $162,720,589 budget; the budget return for fiscal year 2018 was $4,450,548 or approximately 2.9%. The Reserve Fund returned $1,552,099 which represents 31.7% of the total General Fund budget return for the fiscal year. The fiscal year 2019 Reserve Fund budget return amount was more than the fiscal year 2018 return of $834,939, was 18.8% of the total return. The $1,552,099 return of the Reserve Fund budget represents approximately 83% of the original voted Reserve Fund budget of $1,859,891 for fiscal year 2019. There was only one draw on the Reserve Fund during fiscal year 2019, which was the transfer to cover snow and ice removal expenses above the base budget. The base budget for snow and ice removal was $416,232 which required a $307,792 transfer from the Reserve Fund to cover the total expense of $724,024. The $724,024 snow and ice removal expense for fiscal year 2019 compares to the expense for fiscal year 2018 of $1,296,983.

The second highest budget dollar turn back was from the Group Health Insurance, Employee Benefits and Administrative Costs budget in the amount of $1,464,592, which accounts for approximately 29.9% of the total General Fund budget return. A much higher participation rate by employees in the new High Deductible Health Plan offerings than in the traditional health plans, the so-called Benchmark HMO plans, contributed to the larger budget return. The return was approximately 9.6% of that budget line.

Looking at the individual department budget turn backs, the Department of Public Works returned the highest amount with $399,993 or 3.1% of its amended budget of $12,954,150. The department returned $78,225 (1.2%) for fiscal year 2018. The Operations division of the Public Facilities Department was incorporated into DPW effective for FY2019. They became the building maintenance division of Public Works. The Construction division of the Public Facilities Department was reconstituted as the Building Design and Construction Department. The Building Design and Construction Department had the second highest department budget turn back with $228,658 or 44.1% of the 2019 budget. The large turn back represents the significant portion of the personnel time that was chargeable to specific construction projects, rather than the department operating budget. The turn back represents 4.7% of the total amount returned by the budgets.

The Police Department returned $139,620 or 2.0% of its budget which compares to the $272,159 or 4.1% of its fiscal year 2018 budget. Approximately 61% of the turn back ($86,465) was from salary and wages due to delays with filling vacant positions. The balance ($53,155) was from operating expenses and lower vehicle replacement costs for the year. The Health and Human Services Department had several vacancies during the year which accounts for most of the $136,803 that was returned, 88% or $120,970.

The Needham Public Schools had a very small turnback, with $18,954 of the $71,105,943 being returned for fiscal year 2019. The school department had returned $503,575 or 0.7% of its fiscal year 2018 budget of $68,350,083.

The other 16 departmental budgets returned in total $501,941 or 2.8% of their combined total for the year. The so-called Townwide expense budgets (excluding the reserve fund and employee benefits) returned a combined $452,057 or approximately 1.3% of their related total amended budgets, which compares to the same budgets last year returning $711,711 or approximately 2.3% of their related total amended budgets.

The total General Fund balance for fiscal year 2019 was lower than fiscal year 2018. Fund balance was $47.0 million for fiscal year 2019 compared to $48.1 million for fiscal year 2018, approximately a 2.3% change. However, the unassigned portion of the General Fund increased from the prior fiscal year with a balance of $19.4 million for fiscal year 2019 compared to $17.8 million for fiscal year 2018. The State certified $10,387,871 available as Free Cash for fiscal year 2019. Free Cash is essentially the portion of the unassigned General Fund balance that the Massachusetts Department of Revenue will allow to be appropriated by the Town. The Free Cash certified for prior year was $13,518,622.

The Town allocated $7,418,252 of the Free Cash for capital equipment and projects. The Free Cash appropriated for capital included $2,169,550 for public roads and related infrastructure improvements, $630,000 for the construction of modular classrooms at the Mitchell Elementary School, $295,000 for improvements at the transfer station, $275,000 for a new gym floor at the Newman Elementary School, $69,200 to construct a custom shade shelter for the Newman School preschool playground, $67,000 for a design to upgrade the restrooms at the Mitchell School, $37,500 for reconfiguration and addition to the lockers at the High School, and $30,000 for score boards in the Pollard School gyms. Free Cash was also used to fund capital equipment which included $1,270,648 in core fleet and special equipment, $852,550 for fire and police radios, computer equipment, and mobile devices, $719,820 in cash capital equipment and technology for the Needham Public Schools, and $876,984 was directed to other General Fund cash capital investments in equipment, technology, and facility upgrades for Town departments. The $125,000 balance of the Free Cash for capital was appropriated as supplemental funding for a school master plan. The Town also transferred $2,500,000 from the Athletic Facility Improvement Fund to pay for the athletic artificial turf carpets improvements at DeFazio Field and Memorial Park.

The Town also allocated $2,068,301 of Free Cash to the fiscal year 2020 operating budget, $76,000 for a temporary staffing program, $50,000 for a small repair grant program for homeowners, and $100,000 for an ongoing Town-owned property land surveys. The Town also funded a feasibility study for the Ridge Hill and former Nike site for $50,000. The Town's use of Free Cash for funding the subsequent fiscal year operating budget was in line with management's guidance of not more than two-percent of the previous year's final budget (excluding the reserve fund) or the actual turn back, whichever is less.

The Town transferred $166,612 of Free Cash to the Capital Improvement Fund, and appropriated $283,706 to the Town's workers compensation account reserve. The Town also appropriated

$125,000 for the compensated absences fund. The $50,000 balance in Free Cash was closed out at year end to fund balance.

In fiscal year 2019, the Town was awarded a Federal Grant to hire eight additional firefighters, and over a three year period the Town will need to phase funding from the grant to local resources.

The Town has approved funding for the construction of a new Fire Station #2, and a new Fire and Police public safety complex. The estimated cost of the public safety projects is $70 million. The three buildings are expected to be fully complete in 2022. The debt service has been exempted from the limits imposed under Proposition 2-1/2 by a vote of the citizens at the November 2018 State election.

The Town's solid waste and recycling program has been a challenge to fund on an enterprise approach as costs to provide these services continued to increase because of market conditions (lower recycling revenues), more stringent regulations, and other long term costs of disposing of waste. The Town's efforts to promote greater recycling by its citizens have required a greater contribution from the tax levy to offset the loss of other fees previously charged. An analysis of whether to dissolve the solid waste and recycling enterprise and incorporate the budget into the General Fund operating budget was conducted and it was determined that incorporating the operation into the General Fund budget was the most prudent course. The recommendation was presented and supported by the Select Board and the Finance Committee. At the May 2019 Annual Town Meeting, the Town approved the recommendation to dissolve the enterprise effective for fiscal year 2020. All the activities for solid waste disposal and recycling will be recorded under the General Fund beginning next year.

Submitted as part of the Annual Town Report and can be found in the appendices are the following fiscal year 2019 reports:

1) General Fund Balance Sheet
2) Total Governmental Funds Combined Balance Sheet
3) Total Governmental Funds Revenues, Expenditures, and Changes in Fund Balances
4) Statement of Net Position for each of the three enterprise funds
5) Statement of Revenues, Expenses and Changes in Net Position for each of the three enterprise funds
6) Statement of Cash Flows for each of the three enterprise funds
7) Schedule of Trust Funds
8) Statement of Budget Appropriations and Expenditures
    a. General Fund
    b. Solid Waste Enterprise Fund
    c. Sewer Enterprise Fund
    d. Water Enterprise Fund
    e. Community Preservation Administrative Budget
9) Tax Rate Recapitulation as Approved by the Department of Revenue
10) Chart of Actual Revenues (Sources) and Actual Expenditure (Uses)

Below are the individual statements by the different divisions within the Finance Department. Finally, if you have any questions or concerns, please do not hesitate to make contact. Members of the Department of Finance strive to continue our commitment to improving customer service and seeking better ways to perform our responsibilities and duties. You may also find more financial information from the Town's web page www.needhamma.gov/finance.

Accounting Office

The primary responsibilities of the accounting office are to manage the Town's accounting records to ensure conformity with Generally Accepted Accounting Principles (GAAP), following the Uniform Massachusetts Accounting System (UMAS) and to issue accurate and timely reports that comply with State laws and regulations. The accounting office is responsible for posting all revenue received to the General Ledger and performing outside departmental audits and reconciliations needed for the annual independent audit. The office staff processes the weekly warrant to pay employees and vendors. The staff also prepares and files the quarterly tax return filing of withholdings (Form 941), annual W-2 and 1099 tax statements to employees and vendors, balance sheet and filing for Free Cash certification, and revenue and expenditure reports to the Department of Revenue.

The office staff processed a total of 56,221 paychecks/direct deposits during fiscal year 2019. The staff reviewed and processed 32,416 invoices from vendors for payment, 1,471 expense reimbursements, and 356 contracts. The office also reviewed and processed 2,565 encumbrance requests plus an additional 1,047 revision requests during the fiscal year.

Encumbrances Processed

Area	FY2017	FY2018	FY2019
Building Department	6	9	10
Building Design and Construction Department			139
Commission on Disabilities	2	3	2
Department of Public Works	714	698	1,233
Finance Committee	1	2	3
Finance Department	237	212	241
Fire Department	131	132	120
Health and Human Services	142	174	228
Historical Commission	-	-	-
Memorial Park	1	2	1
Municipal Parking Program	15	12	15
Other Functions	45	41	50
Park & Recreation Department	103	127	141
Planning and Community Development	37	36	29
Police Department	151	173	156
Public Facilities	600	521	
Public Library	99	102	89
Town Clerk & Board of Registrars	31	26	28
Town Counsel	18	12	11
Town Manager	67	75	69
Total	2,400	2,357	2,565

Assessing Office

The office is responsible for the administration of a wide range of state laws pertaining to ad valorem taxation. Valuation of all real estate and personal property, as well as the administration of the Massachusetts state motor vehicle excise tax, is done on an annual basis. Information related to all residential, commercial/industrial and personal property is maintained and updated on an ongoing basis. Upon the completion of the Annual and Special Town Meetings, and receipt of warrants from county and state funding sources, the financial information is processed in preparation for the setting of the tax rate by the Select Board and the Board of Assessors at the annual tax classification public hearing. The office staff also reviews and commits thousands of auto excise bills in addition to processing applications for Excise and Real Estate abatements, statutory exemption requests, and daily information requests from internal and external sources.

The Assessing Office staff completed over 95% of all the inspections of properties that were issued permits by the Building Inspector's office which added new value to the property. All these inspections were completed prior to June 30, 2019. This is the statutory deadline for the collection of New Growth for the following fiscal year. Building permit activity also remains strong and saw $126 million dollars in new growth to single family homes that came from over 750 permits, where work was all or partially complete by June 30, 2019. Other residential growth was bolstered by addition of 29 new, or partially complete condos that amounted to $20 million dollars of growth in that area. The largest component to the fiscal year 2020 property tax growth came from a single taxpayer however as the conversion of 189 B St. by NBC Universal added a combined total of over $100 million dollars in both the real estate and business personal property areas.

Several potentially costly tax appeals were settled favorably for the Town during the year. There were no outstanding Appellate Tax Board (ATB) cases of major consequence except for three Telecom industry cases, which were on hold at the time of this writing.

The residential real estate market in Needham has continued moving higher since the review last year, with the median single family sale price moving up just over 10% year over year. Over the past five years the median single family sale price has jumped nearly 31%, while the condo median sale price has shown similar healthy increases.

The 2017 Massachusetts Municipal Modernization Act changed the property assessment certification cycle from three years to five years and consolidated the provision for abatements and exemptions account which covers statutory exemptions granted and abatement refunds, into a single account as opposed to individual accounts tied strictly to specific fiscal years. Fiscal year 2020 will be the first recertification for Needham since 2015 as a result of the Municipal Modernization Act. The primary adjustment to residential values is an increase in land values, across the board, to all land neighborhoods in the 10,000 sq. ft. zoning areas. The 10% increase to the base land value was triggered by the sale prices of the "Teardown" lots that were looked at over the 5 year period since the fiscal year 2015 revaluation.

The nomenclature change from "The Industrial Park" to "Needham Crossing" has become a physical change that is made obvious by a quick trip from the Highland Avenue to Great Plain Avenue ramps on Route 128, where the new Trip Advisor headquarters and Marriott Inn now dominate the landscape. The slight upward blip in values of income properties reflected in fiscal

year 2020 is sure to continue since the restoration of office space formerly occupied by General Dynamics has been completed and the 400 unit residential project has begun leasing, making the Crossing a more desirable alternative for emigres from the over-priced Boston commercial real estate market to both live and work at the Crossing. The completion of the Claremont Needham Suites plans for another hotel at the Crossing, and the completion of the redevelopment of the former General Dynamics B Street property by NBC Universal will only enhance the area as a destination for high end business prospects going forward.

The evolution from industrial park to Needham Crossing has had an added benefit with regards to the type of taxable business personal property being reported. Filing cabinets and phone systems have been supplemented by cutting edge blade servers and data processing equipment resulting in increased new growth for the tax levy as this high end technology has a much shorter useful life than the traditional file cabinet, thus has to be replaced more often by the next generation of equipment that emerges. The huge influx of more high-tech equipment at the NBC compound has made that individual account the largest contributor to business personal property in Needham.

The department was also essential in effecting a change, with significant financial assistance from the State, to the replacement of 20 year old assessment software to a more efficient product that will serve the Town well for years to come. The office's conversion to the new valuation software has taken longer than anticipated, and has required extraordinary efforts by the staff, but we anticipate the transition to be completed for fiscal year 2021.

Information Technology Center (ITC)

The division includes the Director, a Network Manager position who coordinates network engineering, security, and appliance support across multiple buildings and departments often times requiring 24x7 support; an Applications Administrator who continues to fulfill that position's place within the department by supporting enterprise applications, such as the General Ledger and the Town's web site, along with support and training both for individuals and groups for the desktop applications. The Applications Administrator position, in conjunction with the Technology Support Technician position allows for a more effective response to user requests for computer and peripheral assistance. The Geographic Information Systems (GIS) Administrator who continues to work with multiple departments assisting in analytical projects as well as preparing for infrastructure updates, flight imagery, and geospatial data collection.

Parking Clerk

The on-street and municipal parking lots within the Town are administered through several different Town departments. The Police Department conducts enforcement activities in response to the needs of the community. The Highway Department performs installation of signs and meters and repairs and maintains equipment and parking lots. Within the Treasurer/Collector's office, the Finance Department is responsible for the collection of fines and penalties and the resolution of parking appeals through the office of the Parking Clerk.

The office of the Parking Clerk holds office hours to hear appeals. Requests for appeals are accepted in person, by mail and online. Ongoing contact is maintained between all Town departments involved in parking activities, and a fair and impartial process for investigating and resolving disputes is in place. Inspections of existing parking meters are regularly conducted and

meters needing repair are reported to the Department of Public Works Highway Division which responds promptly with the necessary repairs.

	FY2017	FY2018	FY2019
Parking Tickets	3,988	5,382	6,074
Appeals	318	432	479
Appeal %	8.0%	8.0%	7.9%

Procurement

The procurement division oversees the purchase of materials, supplies, and services by Town Departments to ensure compliance with state laws and local regulations. Towards this end, the division strives to safeguard taxpayer dollars by obtaining the most advantageous value and promoting a fair competitive process that is transparent and open. The division reviews purchase order requests to ensure the required documentation is provided. We provide guidance and training in matters related to procurement compliance. For procurements that necessitate the use of a sealed bid process, the department is involved with all aspects of the solicitation, from specification drafting and legal advertising, to bid evaluation and contract execution to ensure a successful completion. The division prepares service agreements for departments without dedicated personnel for procurement and reviews and executes agreements submitted by other the departments.

The procurement division offered training sessions to Town staff in all the aspects of procurement and purchasing; implementation of a Town Amazon Business account to provide a flexible and cost-effective alternative in the procurement of products; the successful procurement and implementation of an online website service to auction surplus vehicles and equipment has generated more interest and more dollars for the Town's surplus equipment. We produce a draft procurement manual, an internal document to guide employees on procurement laws and the Town policies and procedures relating to purchasing. The goal for the coming year is a final draft for comment, final edit and release.

	FY2017	FY2018	FY2019
Purchase Orders Reviewed	2,128	2,161	2,382
Contracts Prepared for Town Departments	43	52	74
Contract Awards Reviewed	306	347	341

The Finance and Procurement coordinator assisted the Town Manager and Assistant Town Manager/Director of Finance with the preparation of the Town's fiscal year 2020 annual operating budget and five year capital improvement plan. The Finance and Procurement coordinator also serves as the general insurance liaison for risk management administration. Together with the appointed risk management committee, we promote and advertise trainings, professional development and operational improvements to promote loss prevention and risk mitigation. The successful completion of these activities resulted in discounts totaling $33,817 in the Town's

insurance premium through the insurance rewards program. The Town applied and received a grant to fund the acquisition and implementation of a fleet management software. The software has afforded the Town a more interactive manner to track inventory and the preventive maintenance schedule of the vehicles, as well as notification of potential deficiencies, which can be addressed timelier. The safety of our employees and the preservation of assets is the priority of the Town's risk management objectives.

Treasurer/Collector

The Treasurer/Collector bills and collects all real estate and personal property taxes, water and sewer use charges, and many other departmental receivables, such as fire and police details and transfer station fees. Therefore, it is incumbent upon the Treasurer/Collector to make sure all billing is done timely and accurately. The office receives and invests all revenue received by the Town. In maintaining these funds, safety, liquidity, and yield are the basis for all decision making. The safety of Town funds is of utmost importance. Sufficient balances must be maintained to ensure the timely paying of all expenditures including payroll, accounts payable and debt service. Balances in excess of expenditures must be invested in a prudent manner in accordance with state statutes. Due to the volatility in the open market even the most conservative investments have limited options.

Cybercrime has become one of the most prolific technology related crime. The Treasurer/Collector worked with the ITC and the banks during the past year to implement new methods to monitor and enhance the security of the Town's accounts. We have been fortunate in that we have not fallen victim to any of these breaches but it very important that we remain diligent.

The monitoring of collections and the timely billing as well as the aggressive pursuit of delinquent accounts will always be a top priority. Accounts that remain delinquent beyond the end of the Fiscal Year are notified and if unresponsive are advertised for non-payment. If the account remains unpaid for ten days following advertisement, the statutory interest rate on outstanding tax balances increases from 14% to 16%. In 2019, the Town needed to advertised eleven (11) properties out of slightly over ten thousand properties. Real estate tax is a priority claim, upon the disposition of a property, any balance remaining is recorded at the Norfolk County Registry of Deeds to perfect the lien.

The Treasurer/Collector is sensitive to the needs of the public and the impact lower interest rates have had on individuals, especially the elderly, who, in some households depend on investments to provide the income necessary to meet their expenses. The Town can work with each individual taxpayer's circumstances while complying with state statute and maintaining timely collections.

The Town established the Elderly and Disabled Taxation Fund (EDTF) at the November 12, 2003 Special Town Meeting, authorized under Chapter 166 of the Acts of 1998. This allows the Tax Collector to include an insert with the bills so residents and taxpayers may make voluntary contributions to the fund. The awards from the fund are overseen by a five-member Elderly and Disabled Taxation Aid Committee. The committee consists of the Town Treasurer, a representative for the Board of Assessors, and three citizens appointed by the Board of Selectmen. To date, the Committee has awarded 505 grants for a total of $205,700. The Town also established a local match program, the Property Tax Assistance fund, approved at the 2009 Annual Town

Meeting, to which funds are appropriated by Town Meeting for the purpose of providing additional tax assistance and to encourage donations to the EDTF. This program is administered by a similarly structured committee. Since its inception the Property Tax Assistance committee has awarded 242 grants for a total of $189,671.

The Town also offers a Property Tax work off program whereby a resident can work for the Town, and the compensation earned is applied as a credit to their real estate taxes up to $1,000, depending on the number of hours worked. At the 2014 Annual Town Meeting the body voted to establish the Veteran's Property Tax Program which will be similar to the Property Tax Work off program but is for eligible veterans.

To make paying taxes and user charges the Town of Needham Collector accepts four methods of payment to facilitate the preferences of our residents, Cash, Check, Home banking systems and for Water and Sewer and Excise credit card or electronic check. Ambulance charges and parking tickets can also be paid in person or online.

The office secured a third-party provider to offer electronic payment options to the Town's vendors. There is a great deal of interest and the goal is to eliminate most expense checks processed and sent to vendors. This will cut down the cost of printing, mailing, and stuffing of vendor payments. This will also reduce the postage expense associated with the mailing and the staff time involved with these processes.

In fiscal year 2019, investment income improved as interest rates have risen. General fund interest increased from $434,310 during fiscal year 2018 to $979,649 during fiscal year 2019. The safety of Town funds is of utmost importance. To further protect Town funds, we continue to require that Town deposits are collateralized if not insured. Leaving nothing to chance and to protect the town funds even further, in fiscal year 2019 we placed certain accounts in a "credit only" (incoming funds only) status. This provides an additional layer of protection against fraudulent transactions. To protect against bank failures, we regularly review rating agency reports and, although collateralization is required for funds held in any one financial institution for more than 30 days, funds that are held by institutions with less favorable ratings are monitored more carefully. Funds must be available to meet all expenditures including payroll and debt service which dictates the amount of cash that must remain available on a weekly basis. Town funds are invested wisely and within the mandates of state statute. During fiscal year 2018, the State Legislature passed legislation that expanded the length of investment in Certificates of Deposit (CDs) from twelve (12) months to thirty-six (36) months. This allows treasurers to take advantage of the higher interest rates that are offered for longer duration CDs. During fiscal year 2019, the longer-term CDs offered interest rates that were lower than short term CDs and were not competitive with Money Market rates and therefore the Treasurer/Collector did not utilized the new legislation.

The Treasurer is responsible for making available sufficient funds to cover the weekly payroll and expenses. Due to the increased number and cost of capital projects currently underway we see weekly expenses upwards of $6 million. To maximize interest income and yet maintain sufficient balances the Treasurer must be aware of and make provisions for the timely payment of extraordinary expenditures such as debt service and construction costs.

The Treasurer's office assisted and continues to support other departments throughout the Town including the school department, Town Clerk and RTS with the ability to accept credit cards both online and in person.

In 2019, the Treasurer along with the Finance and Procurement Coordinator set up a pilot program which provided purchasing cards to management. Similar to a credit card, the purchasing card allows the designated employee to pay for Town related approved travel and other expenses, rather than a more time-consuming reimbursement process. Unlike a credit card, the Town does not pay interest.

In 2014, the Town received approval from the State Retirees Benefits Trust fund (SRBT) to invest the Other Post-Employment Benefits (OPEB) funds through them with the Pension Reserves Investment Trust (PRIT). Participation in this pooled investment resulted in a return of 6% in FY2019.

The Treasurer issued $64,880,000 in bond anticipation notes and $31,000,000 in bonds which generated a premium of $1,854,900.96. With the change in legislation, bond premiums were used to offset $1,745,330.96 in costs for the Williams School project. This not only reduced the amount to be borrowed but reduced the amount of debt service to be paid by taxpayers. The balance of the premium was used to pay debt issuance costs, which was an additional savings to the taxpayers.

Real Estate Tax Collections	$135.7 million
Motor Vehicle & Other Excise	$ 6.2 million
Personal Property Tax Collection	$ 5.5 million
CPA Surcharges	$ 2.3 million
Other Billed Revenue	$ 1.1 million
Ambulance Receipts	$ 1.1 million

FINANCE COMMITTEE

Barry Coffman, Chair
Tom Jacob, Vice Chair
John Connelly
Joshua Levy
Richard Lunetta
Louise Miller
Garrett Parker
Richard Reilly
Carol Smith-Fachetti
Louise Mizgerd, Analyst

MISSION

Under the Needham By-Laws, the Finance Committee is responsible for recommending a balanced budget for the following fiscal year to Town Meeting for its consideration and vote. Of equal importance, the Finance Committee makes recommendations to Town Meeting on capital requests and other issues with financial implications through open discussion and reliance on policies and principles of sound fiscal management. The Committee is mandated by state law to "consider any and all municipal questions for the purpose of making requests or recommendations to the town." Massachusetts General Laws, Chapter 39, Section 16.

The Finance Committee works cooperatively with the Town Manager, School Superintendent and School Committee each year to recommend a balanced budget to Town Meeting that meets the changing needs of the Town while being fiscally prudent. In order to fulfill its duties of presenting a balanced budget and making capital spending recommendations to Town Meeting, the Finance Committee asks detailed questions of department managers and town administrators. Because requested expenditures often exceed projected revenue, these questions are not only worthwhile but essential to developing a balanced budget. The process includes meetings, site visits, research, and analysis by the Finance Committee on behalf of Town Meeting members and the citizens they represent. The Finance Committee strives to ensure that Needham is financially secure, and that the Town can maintain its infrastructure and preserve the essential services which benefit its residents.

FY2019 Highlights

Capital Projects

- Sunita Williams School: The Finance Committee reviewed the ongoing spending needs for finishing the construction of the Town's new elementary school building. The project remained on track for its scheduled September 2019 opening, and was expected to be significantly below budget. Thus, the Town will be able to borrow less to complete the construction. This project is being funded through excluded debt, meaning that the costs of the debt would be paid for with funds collected from taxpayers, but outside of the restrictions of the Proposition 2 ½ levy limit.

- Public Safety Project: The Finance Committee reviewed the construction budget for the ongoing project. The voters approved of funding the project through a Proposition 2 ½ debt exclusion in November 2018. The Finance Committee was concerned about the significant costs of the project and the potential burden on taxpayers. Before the ballot question was finalized, the Finance Committee pressed for careful value engineering, and advocated for funding significant equipment costs through the annual cash capital budget rather than in the project budget. Thus, the borrowing authorization that was ultimately included on the ballot for the excluded debt was lower. The voters passed the initiative.

- Emery Grover: The Finance Committee examined the proposed cost and scope of a feasibility study to determine the future use of the Emery Grover building. The Finance Committee suggested a broader scope of study than initially proposed in order to look at the possibility of selling the building and relocating the School administration as well as the possible renovation or reconstruction of the building at the existing site.

- Facilities Financing Plan: As the Town continued to follow through on the Facilities Master Plan, the Finance Committee reviewed the updated Facilities Financing Plan. As projects progressed, several assumptions were reconsidered. The Public Safety Building project was higher than originally anticipated due to a change to the proposed wireless communications system and increased contingency due to uncertain market conditions. The project to build additional modular classrooms at the Mitchell School was also above budget due to site difficulties and safety needs.

Operating Budget Recommendation for FY2020

The Finance Committee has the responsibility of developing an annual operating budget for the following year to be recommended to Town Meeting. The Finance Committee began its work on the FY2020 budget in late 2018.

Revenue

The Town's revenue continued to be strong in FY 2019, as there is a strong tax base. The growth rate was more moderate than in some recent years with exceptionally high rates of growth. The FY2020 projections called for continued increases in all major areas of revenue. Property taxes, the largest part of General Fund revenue, were projected to continue increasing, attributable in large part to taxes collected for excluded debt, as well as new growth in the base State Aid was projected to increase, most notably due to an increase in Chapter 70 education aid, which is based on school enrollment. The start of full-day kindergarten in the fall will effectively double the number of kindergarten students for enrollment purposes. Notably, the Town's budget process takes place before the State budget is in place, so the projections of State Aid are very conservative, and subject to adjustment at the fall Special Town Meeting. Local receipts were anticipated to increase in FY2020 significantly due to the shift of solid waste fees into the General Fund. Through last year, the RTS Enterprise Fund took in those fees, but that Fund was dissolved and the finances for the RTS are now incorporated into the General Fund. The level of Free Cash (certified in FY2019 and subject to appropriate for FY2020 uses, remained at a high level and was appropriated primarily for cash capital equipment and technology, financial warrant articles, and some support of the FY2020 operating budget.

Budget Process

The Finance Committee began its budget process in December 2018, when Town departmental spending requests and the School Department's initial budget request were submitted to the Finance Committee for review.

The Finance Committee held hearings to review the budget request of each the Town department, board, and committee. As every year, in preparation of a budget recommendation for FY2020, the Finance Committee:

- carefully reviewed every spending request on its own merit and with regard to the impact of each request on resident services and the Town's infrastructure;
- met with the Town Manager, department managers, the Superintendent of Schools and School Committee members, school administrators, and leaders of other committees and boards to discuss operational and capital needs;
- held budget hearings with each department; and
- deliberated each request in depth.

The Finance Committee's goals and philosophy in reaching a balanced budget recommendation were to:

- maintain essential services currently provided to citizens and other user groups;
- sustain commitment to infrastructure spending;
- preserve and strengthen financial security;

- encourage long-term planning;
- evaluate requests for new or additional services and expenditures; and
- avoid undue tax burden on residents.

The Finance Committee received the Town Manager's executive budget and revenue estimates released on January 29, 2019. As mandated by law, the Town Manager's executive budget included a bottom line recommendation for the School Department's FY2020 budget. In accordance with the Town by-laws, the School Committee also transmitted its voted budget request to the Finance Committee in late January.

The Finance Committee found that the department managers' FY2020 spending requests overall were carefully considered and conscious of the need for fiscal discipline. The Finance Committee requires careful vetting of new positions before recommending that they be funded in the annual operating budget. Each proposed position must have a justified need, and that is balanced against the financial costs, including not only salaries, but also benefits and legacy costs. In some instances, the Finance Committee may recommend funding new positions for a finite trial period that is funded through a financial warrant article, rather than including the positions in the annual operating budget.

FY2020 Operating Budget Highlights

As in previous years, the Finance Committee's recommended budget for FY2020 that was fiscally sounds, and provided funding to maintain level services in most areas of the budget and also allowed for carefully planned and vetted expanded programs and services.

Townwide Expenses

Townwide Expenses, the costs incurred by the Town or spread across a number of departments, increased significantly in the FY2020 budget. The biggest driver of this increase in Debt Service payments, due to planned additional borrowing for the Sunita Williams School, in accordance with the Town's Facilities Master Plan. This expense will also cover debt payments for the Rosemary Recreation Complex as well as some preliminary borrowing costs for the Public Safety construction project. Retirement Assessments and OPEB budget lines, which cover Town contributions to retirement plans and post-employment benefits, continued to increase in order to continue to make progress to fund the unfunded pension liability in light of decreases in the projected rates of return on fund assets. Notably, the FY2020 Employee Benefits line increased minimally as budgeted health insurance costs decreased. This represents a one-time "re-set" which is due to the transition of employees to a new health plans with lower premiums. These costs can be expected to continue to increase in the future. There was an increase in the Classification, Performance and Settlements line to provide funding for possible salary increases when outstanding union bargaining agreements settle.

Department Budgets

Most municipal department budgets increased only modestly in FY2020. The budgets for Town departmental budgets typically increase each year to accommodate modest cost-of-living salary adjustments, and inflation for operating expenses. The largest increases typically occur where there are additional staff or new expenses. The Finance Committee continues to encourage efficiencies where possible and carefully scrutinizes requests for increases in staffing. The Finance Committee did not recommend including a requested new position (Public Information Officer) in the

FY2020 operating budget because it felt the need was not sufficiently justified. Town Meeting approved of a financial warrant article to fund the work on a part-time basis for a limited period. The Finance Committee recommended that a proposed temporary staffing program be funded through a warrant article to allow greater flexibility in the timing the use of the funds, and also to provide a better opportunity to review the program before wrapping it into the annual budget. The Finance Committee recommended funding a new Officer in the Police Department budget, in accordance with a multi-year planned staffing increase following a recent study of increasing demand for services. The Fire Department recommended budget included partial funding for eight Firefighter positions needed in accordance with a department staffing study, and which will be supported by a federal grant. The grant provides partial funding for three years (including 75% in FY2020), after which the Town will need to bear the full cost of the new positions. The increases in staffing will affect not only salary costs, but also benefits and retirement costs.

Public Education

Minuteman Regional Vocational Technical School: The Minuteman School assessment in the FY2020 increased due to increased payments for the Minuteman District's capital building project.

Needham Public Schools: The Finance Committee recommended fully funding the School Superintendent's requested budget. It is important to note that the School Department tempered its budget requests for FY2018 and FY2019 in anticipation of the need for a bump in the FY2020 budget to cover the cost of the new full-day kindergarten program, as well as the opening of the new Sunita Williams School. Recurring funds that might have been otherwise been allocated to school operations were set aside in the Town's Debt Service Stabilization Fund. The School Department added 33.8 full-time equivalent (FTE) employees to implement the new kindergarten program, as well as 11.1 new FTEs for increasing enrollment and special education needs. The Finance Committee carefully reviewed the proposed new programs and the enrollment projections.

Cash Capital Spending Recommendations for FY 2020

The Finance Committee received the Town's Capital Improvement Plan for FY2020 – FY2024 released in early January 2019. The Town's annual capital spending is funded predominantly from three distinct fiscal sources: free cash, debt within the tax levy, and excluded debt. Both debt within the levy and excluded debt are predictable for the following year, and paid according to the debt schedules. Free cash is a source of funds generated from unused funds such as unspent appropriations or higher- than-projected revenue in a previous year, and thus fluctuates. $10.4 million from free cash was allocated for FY2020 cash capital needs. The General Fund cash capital warrant article for FY2020 accounted for approximately 2/3 of those funds and covered various annual or one-time expenses including infrastructure improvements, School technology, furniture replacement, new Police communications equipment, and the fleet vehicle replacement program. Free Cash also funded financial warrant articles for various programs including surveys of Town land, a feasibility study of Ridge Hill, and a new Small Repair Grant program to help moderate income residents with health and safety-oriented home alterations.

Future Opportunities and Challenges

The Finance Committee will continue to keep a close eye on the costs associated with the significant capital projects, including not only higher debt service costs but also increasing operating costs (particularly increasing staffing needs for both expanded services and for maintenance). The Finance Committee will continue to monitor the tax burden placed on

taxpayers by these new projects as well as the Town's financial condition. The Facilities Master Plan includes additional upcoming projects on the horizon such as replacements for the DPW headquarters and the School administration building. While the Debt Service line in the operating budget can decline as debt payments start to taper later in the life of the borrowing cycle for projects, as more debt is undertaken for more projects, Debt Service costs will increase. Furthermore, borrowing costs will also increase as interest rates rise.

Due to careful planning, the Town was able to manage a significant increase in operating costs in FY2020 due to the launch full-day kindergarten and the expansion of public safety staffing by temporarily diverting a portion of the revenue stream during the recent period of higher-than-average revenue growth. The funds were set aside in the Debt Service Stabilization Fund which will subsidize the Debt Service costs for several upcoming years when the Debt Service budget line would otherwise exceed the Town's debt policy.

Conclusion

The budget recommended by the Finance Committee for FY2020 was balanced and fiscally sound, reflecting improved efficiencies and services. Fiscal restraints and continued anticipated revenue growth should position the Town well to meet its future needs. The Finance Committee remains committed to working with the Town Manager, School Superintendent, Select Board, School Committee, School Administration, Town Administration, Department Managers and other Town leaders in order to encourage careful long-term planning. This is particularly important now with the Town embarking on a number of significant capital projects. The Finance Committee believes that long-term planning efforts will help the Town to be ready for the challenges that lie ahead.

The Finance Committee deliberates the operating and capital budgets and other issues with fiscal implications to the Town fairly and openly at all times. The Committee meets on select Wednesdays from September through June, and the public is encouraged to attend any meeting. The meetings and agendas are posted with the Town Clerk at Town Hall and placed on the main calendar on the Town's website. Members of the Committee are appointed by the Town Meeting Moderator. Each Finance Committee member dedicates countless hours to developing a fair and equitable budget to recommend to Town Meeting. The Finance Committee also considers the financial implications of the other issues brought before Town Meeting. The Committee believes that its independent and objective recommendations help make Needham an exceptional place to live.

LEGAL DEPARTMENT

David Tobin, Town Counsel

PURPOSE

The Legal Department of the Town of Needham provides Legal services to all of the Town Departments, attends all sessions of Town Meetings and Select Board Meetings, and meets with other Boards when requested. The Legal Department drafts and approves contracts when requested, represents the Town in the courts and before administrative agencies, and assists in the drafting of legislation, by-laws and regulations. When appropriate, Town Counsel hires special counsel to handle matters that require specialized representation.

FY2019 HIGHLIGHTS

During fiscal year 2019, commencing July 1, 2018 and ending June 30, 2019, in addition to the advice given to Town officials on a daily basis, Town Counsel accomplished the following: Town Counsel represented the Town, its boards, officers and employees in various courts and before various administrative agencies. It handled all related litigation matters, unless covered by a contract of insurance.

Town Counsel negotiated, drafted, approved, interpreted and/or assisted in resolving conflicts with respect to numerous contracts for the Select Board, Finance Department, Permanent Public Building Committee, School Department, Department of Public Works, Planning Board, Board of Health, Police Department, Fire Department and Conservation Commission. Town Counsel provided legal assistance in the acquisition of real estate. The Legal Department advised the various Town officials, agencies, boards and commissions on legal matters as they arose. The Legal Department engaged and worked with outside counsel to represent the town in the following matters:

- Labor relations
- Cable Television
- Environmental matters
- Affordable Housing
- Real Estate Closings
- Bond Counsel
- Solar Power

FY2020 FORECAST

In fiscal year 2020, Town Counsel shall continue to provide legal services to town agencies as needed and at a reasonable cost.

MODERATOR

Michael K. Fee, Town Moderator

Department Staff: None
Budget: Zero

MISSION

The Town Moderator is a volunteer elected official who presides over Needham Town Meeting. Our Town Meeting is a representative town meeting, a "citizen legislature" comprised of 251 "members," each of whom is elected from one of Needham's 10 precincts or who are "at large" members, elected officials – including the Moderator – and chairs of certain elected boards in our town. Under Massachusetts law and Section 14 our Town Charter, Town Meeting is the ultimate authority over all municipal affairs. For example, each year Town Meeting must vote to authorize how much money will be spent on all Town services, including schools, public works, public safety and public facilities. Town Meeting's approval is also required to adopt or amend zoning by-laws, general by-laws and at least two-thirds of the Town Meeting must approve the issuance of bonds and the corresponding assumption of long-term debt by the Town of Needham. Debt financing is used primarily for major capital projects such as new or renovated buildings. In short, in the words of our Charter, Town Meeting exercises "all powers vested in the municipal corporation." The Moderator also appoints citizens to various committees such as the Finance

Committee, the Personnel Board, the Community Preservation Committee and the Youth Commission Board.

FY2019 Highlights

- Our Town Meeting convened three times in FY2019: a Special Town Meeting held on October 10, 2018, another Special Town Meeting was held on January 22, 2019, and our Annual Town Meeting (which also included a Special Town Meeting) was held in three sessions in May 2019. All meetings were held at James Hugh Powers Hall, the "Great Hall," in Needham Town Hall.

- The October 2018 Special Town Meeting talked a 16-article warrant that included important matters such as the appropriation of funds -- and authorization of debt -- for the roughly $70,000,000 needed for the new public safety facilities, an appropriation for the purchase of modular classrooms for use at the Mitchell School and the passage of comprehensive new regulations governing stormwater and runoff.

- In January 2019 Town meeting convened for a rare one-article Special Town Meeting that was held to increase the authorized funding for modular classroom buildings at Mitchell School that had been approved at the October 2018 Special Town Meeting.

- At the Annual Town Meeting in May 2019, Town Meeting Members were presented with a Warrant containing 52 articles, including appropriations for recreational projects, finance articles, zoning articles related to housing and the authorization of a $178 million FY2020 operating budget.

- The Warrant for the Special Town Meeting held on May 13 (within the Annual Town Meeting) contained just four articles.

- In Fiscal Year 2019, the Town of Needham website continued to be a useful resource for Town Meeting Members. Through the website, Members may access copies of our Warrant, the Town Clerk's Minutes and informational materials on specific articles that come before Town Meeting.

- One week prior to the Annual Town Meeting in May, Warrant Meetings sponsored by the Needham League of Women Voters were held at the Center at the Heights. The League helped arrange, publicize and conduct these meetings, which were preceded by an orientation session I ran for newly elected Town Meeting Members.

- I have continued my participation in the Massachusetts Moderators Association, where I have access to the best practices employed by Moderators around the Commonwealth and with which I formerly served as a member of the Board of Directors.

- The Moderator receives absolutely no appropriation and thus there are no expenditures of public funds to describe in this Report for FY2019. I personally pay for any expenses I incur, such as the preparation of educational materials for new Town Meeting Members, as well as dues paid to the Massachusetts Moderators Association and travel to meetings.

- I encourage town residents to become involved in some aspect of our community's volunteer government, including running for a position as a Town Meeting Member. In addition, ample opportunities are available for service on one of our numerous volunteer committees. As mentioned above, the Moderator appoints all members of the Finance Committee, the Personnel Board and several members of other boards and committees, including the new Community Preservation Act Committee, Future School Needs Committee and the Youth Commission Board. I am proud of the citizens I appointed to serve their fellow citizens in various positions during Fiscal Year 2019. Any citizen who wishes to be considered for a position that is appointed by the Moderator should feel free to contact me.

NEEDHAM CONTRIBUTORY RETIREMENT SYSTEM

Retirement Board
Evelyn Poness, Chair
Sandra Cincotta
John Krawiecki
Robert Mearls
Thomas Welch

Staff
Jacob Cole, Administrator
Elizabeth Milch, Retirement Specialist

Instituted in 1937, The Needham Retirement System is a member of the Massachusetts Contributory Retirement Systems and is governed by Chapter 32 of the Massachusetts General Laws and overseen by the Public Employees Retirement Administration Commission (PERAC). Separate from The Town of Needham, the Needham Retirement Board is governed by a five-member Board, consisting of two appointed by the Town, two elected by the members and retirees, and a fifth member chosen by the other four members with the approval of the Public Employee Retirement Administration Commission. Meetings are held the second Tuesday of each month, at 9:30am in Town Hall. *(Occasionally the meeting day and time has to be adjusted for State-sanctioned conferences or unforeseen events.)*

The meeting's agenda, day and time are posted publicly on the bulletin board outside the Retirement Office the Friday before that month's meeting. Efforts are underway to post the meeting agenda, day and time on the Retirement Office's webpage on the Town Website as well. Educational workshops are also in the planning phase to show future retirees how to use the Retirement webpage for their own retirement planning. Other useful tools and materials will also be posted on the Retirement webpage along with the monthly board meeting minutes and packets post-meeting.

In February 2019, employees Katina DaRosa and Juanita Hearns resigned from their positions. In May 2019 Jacob (Jake) Cole joined the Needham Retirement System as Administrator to the Board and Elizabeth (Liz) Milch joined us as Retirement Specialist the month prior in April 2019. Both new to the world of municipal retirement, they were able to take on the challenges without hesitation and with great enthusiasm.

The Board is responsible to its members. Members are comprised of current employees, retirees and beneficiaries of the members when and where applicable. Every effort is made to perform all duties and responsibilities expected by our board in accordance with the State, Chapter 32 and

other relating laws of the Massachusetts General Laws of the Commonwealth with integrity, honor, transparency and truth.

Membership in the plan is mandatory immediately upon commencement of employment for all permanent employees working a minimum of twenty hours per week. The plan is a contributory defined benefit plan covering all town employees deemed eligible by the retirement board, with the exception of School Teachers. Needham Teachers are administered by the Massachusetts Teachers' Retirement Board. Active members contribute 5, 7, 8, or 9% of their regular compensation. These percentages are determined by State law at the time the employee becomes a member of the System.

Members become vested after ten years of service. The System provides for retirement allowance benefits up to a maximum of 80% of a member's highest three-year average annual rate of regular compensation for those hired prior to April 2, 2012. Anyone hired on or after April 2, 2012 the average annual rate of regular compensation is based on the highest five-years of regular compensation. Benefit payments are based upon a member's age, length of creditable service, salary and group classification. In addition to the change from a three year to a five-year average annual salary for those entering public service in Massachusetts as of April 2, 2012, there are changes to the age factors used, and the minimum age for retirement.

The Needham Retirement Board oversees the investment and disbursement of all Needham Retirement System funds. In June 1985 the Board voted to join the Pension Reserves Investment Trust or PRIT. Since that time prudent cash management and conservative investment of funds has provided a net increase of 9.90 %. As of June 30, 2019, the value of the fund is $172 million.

The Town annually appropriates the amount determined by an independent actuarial study, which incorporates current and future pension costs. The Board has accepted a new actuarial study as of January 1, 2018. Needham's pension obligation will be 100% funded by the year 2030 and is currently 71.58% funded.

The Q2 PRIT Quarterly Report commences on the subsequent pages.

PRIM Board Quarterly Update

SECOND QUARTER 2019

Markets Overview and PRIT Fund Performance Summary

PRIM Executive Director and Chief Investor Officer Michael G. Trotsky, CFA provided the following information to the PRIM Board at its August 13, 2019, meeting:

Markets and PRIT Fund Performance Summary

During Fiscal Year 2019 (FY 2019), the PRIT Fund increased by approximately $4.1 billion to $74.8 billion despite a challenging market marked by extreme volatility, heightened geopolitical tensions, and deteriorating global economic conditions. The year included sharp sell-offs in equity markets followed by historic snapbacks. For example, the month of December 2018 was the worst month since 1931 with the S&P 500 falling more than 6%. The December quarter was the weakest in many years with the S&P 500 falling nearly 14% and the NASDAQ falling more than 17%. Global markets were even weaker. But that weakness did not last long. In the March 2019 quarter, markets posted the strongest snapback in more than 20 years with the S&P 500 gaining more than 13% and, for the first half of the calendar year through June, the S&P 500 was up more than 17% - the best first half year since 1997. The month of June alone, with the S&P 500 up nearly 7%, was the best June on record since 1955. This environment of extreme swings is difficult for money managers and, for a fund the size of PRIT, it makes tracking our target asset allocation very difficult.

The PRIT Fund's trailing 3-, 5-, and 10-year returns remain strong on both a relative and absolute basis, as was the FY 2019 return, but it lagged the benchmark slightly (by less than half of a percentage point). More than half of the fiscal year slight underperformance was due to the extreme volatility of the markets and the fact that our actual asset allocation diverged from the target allocation on which the benchmark is derived. The target allocation is comprised of an increasing allocation of high performing, illiquid alternative investments such as Private Equity and Private Real Estate. It takes some time to identify worthy managers, funds, and investments in those asset classes, and on average for the fiscal year, we were underweight (relative to our target and our benchmark) to those high performing asset classes, and overweight to modestly-performing Global Equities. So, the real news here is in fact very good news, namely that our asset allocation changes were effective and increased our targets in asset classes that are performing well – it's just taking a while to move the actual assets to these new targets. Additionally, some specific asset classes struggled to keep up with their benchmarks in the volatile environment, but we understand the causes, and our investment staff has already taken necessary steps to address these underperforming areas.

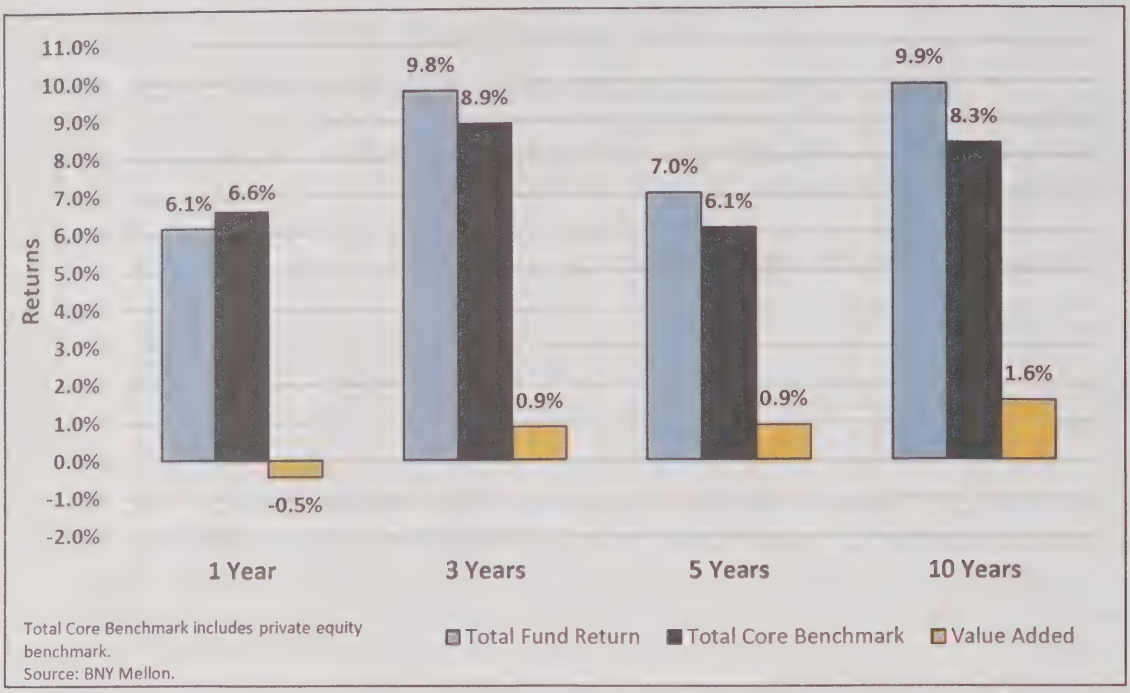
PRIT Fund Performance Summary

As of June 30, 2019, the PRIT Fund net asset value stood at $74.8 billion. For the one-year ended June 30, 2019, the PRIT Fund was up 6.1%, (5.7% net), underperforming the total core benchmark of 6.6% by 45 basis points (90 bps net).

- This performance equates to an investment gain of $4.4 billion ($4.1B, net of fees).
- Net total outflows to pay benefits for the one-year ended June 30, 2019, were approximately $1.0 billion.

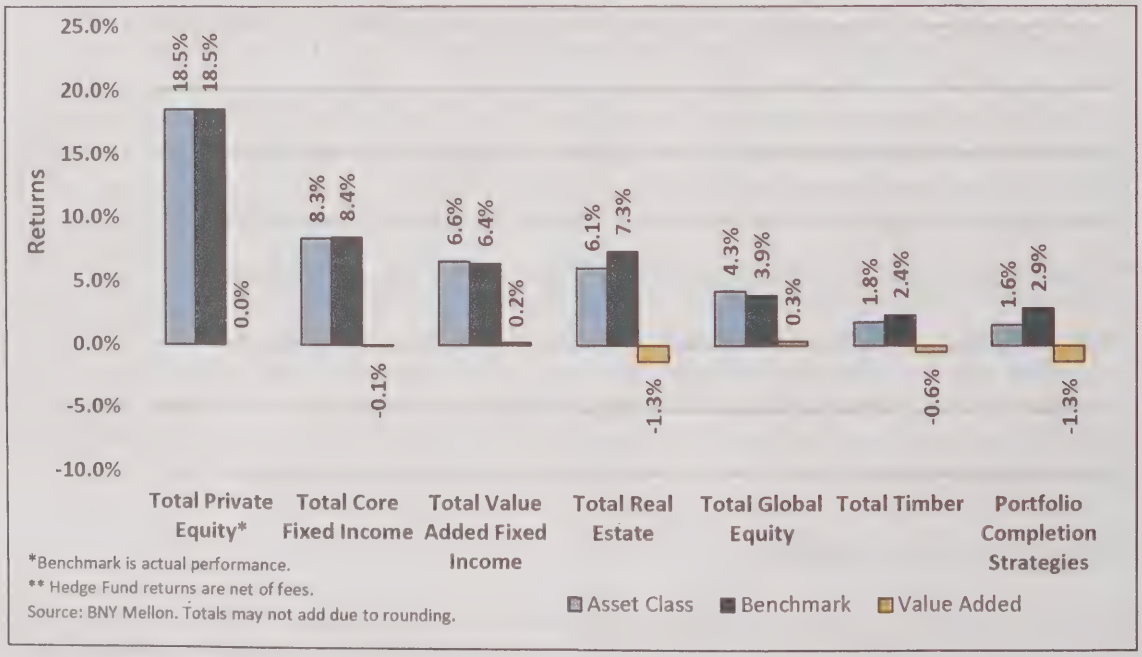
Total PRIT Fund Returns (Gross of Fees)

Annualized Returns as of June 30, 2019



PRIT Asset Class Performance (Gross of Fees)

Trailing 1-year Performance as of June 30, 2019



PRIT Core Fund Performance Summary

Gross of Fees Performance

Trailing 1-Year Performance as of June 30, 2019

Trailing 1-Year Performance:June 30, 2019	Return	Benchmark Return	Over/(Under) Benchmark (bps)	$Value (millions)	% of PRIT Fund
Total PRIT Fund	**6.1%**	**6.6%**	**(45)**	**74,836**	**100%**
Total Global Equity	**4.3%**	**3.9%**	**32**	**32,268**	**43.2%**
Domestic Equity	*8.5%*	*8.0%*	*44*	*16,351*	*21.9%*
International Developed	*0.1%*	*0.3%*	*(21)*	*11,265*	*15.1%*
Emerging Markets	*2.0%*	*0.5%*	*147*	*4,652*	*6.2%*
Private Equity	**18.5%**	**18.5%**	**0**	**8,468**	**11.3%**
Real Estate	**6.1%**	**7.3%**	**(126)**	**6,992**	**9.4%**
Total Timberland	**1.8%**	**2.4%**	**(55)**	**2,888**	**3.9%**
PCS	**1.6%**	**2.9%**	**(129)**	**7,450**	**10.0%**
Value Added Fixed Income	**6.6%**	**6.4%**	**16**	**5,883**	**7.9%**
Core Fixed Income	**8.3%**	**8.4%**	**(11)**	**10,162**	**13.6%**

PRIT Asset Class Performance (Gross of Fees)

Annualized Returns as of June 30, 2019

1 Year	3 Year	5 Year	10 Year
PRIVATE EQUITY 18.5%	PRIVATE EQUITY 20.5%	PRIVATE EQUITY 17.8%	PRIVATE EQUITY 18.3%
[illegible]	GLOBAL EQUITY 12.1%	REAL ESTATE 9.3%	GLOBAL EQUITY 10.9%
VALUE-ADDED FIXED INCOME [illegible]	REAL ESTATE 7.4%	GLOBAL EQUITY 6.5%	REAL ESTATE 10.5%
REAL ESTATE 6.1%	VALUE-ADDED FIXED INCOME 6.9%	TIMBER 5.6%	VALUE-ADDED FIXED INCOME [illegible]
GLOBAL EQUITY 4.3%	TIMBER 6.0%	[illegible]	[illegible]
TIMBER 1.8%	TOTAL PCS 5.4%	VALUE-ADDED FIXED INCOME [illegible]	TOTAL PCS 5.0%
TOTAL PCS 1.6%	[illegible]	TOTAL PCS 3.0%	TIMBER 3.3%

ORGANIZATIONAL UPDATE

Organizationally, Fiscal Year 2019 was another outstanding year. No senior-level employees departed, and consistent with the Board-approved hiring plans, we filled six staff vacancies with top talent. We are staffed with exceptional investment and finance professionals, and all our job postings attract literally hundreds of talented and well-qualified applicants. Our team continues to be recognized around the nation for the success and innovation of our investment program and for the transparency and completeness of our financial reporting. Our comparatively small staff researched and deployed approximately $5.7 billion in new Board-approved investments in FY 2019 – a new milestone for PRIM's productivity.

Fiscal Year 2019 Highlights

1. For the second consecutive year, **PRIM Private Equity ranked #1** in private equity returns among 163 U.S. public pension funds based on 10-year performance. PRIM is the only fund that has been in the Top 5 of all private equity portfolios in every year the *American Investment Council* has performed the study – including #1 rankings in 2019, 2018, 2015 and 2013.

2. For the 14th consecutive year, PRIM was awarded the Government Finance Officer Association's **Certificate of Achievement for Excellence in Financial Reporting** for the completeness and timeliness of our Comprehensive Annual Financial Report.

3. PRIM's Executive Director and Chief Investment Officer was elected to Chair of the CFA Society of Boston in early June for a one-year term following in the footsteps of Investment Committee member, Glenn Strehle, who himself was a former Chair of the CFA Society Boston. As a reminder, the CFA Society Boston serves more than 6000 members in the greater Boston area. The CFA Society Boston is the local chapter of the International CFA Institute which serves 175,000 members in more than 164 countries (157 societies).

4. Staff identified and recommended, and the Board approved, $5.7 billion in new investments during FY 2019.

    a. Funded 16 PE Funds totaling $1.8B.

    b. Added six new managers to the PCS portfolio for $1.4B.

    c. Developed and launched an innovative new Emerging Managers Direct Hedge Fund program for $200M.

    d. Selected three new Real Estate investment managers - $1B in capital committed.

    e. Invested additional $100M (33%) in industrial development – warehousing space.

    f. Acquired 191,000 acres of prime timberland in New Zealand for $210 million.

5. The Project SAVE Phase II Initiative deployed approximately $698 million in lower fee, directly managed structures.

    a. Completed two new direct Real Estate purchases (53 State St and 125 High St) totaling $530 million in equity plus debt.

    b. Completed 10 new Private Equity co-investments totaling $168 million.

6. The Project SAVE Phase I initiative realized approximately $193 million in annualized value. The original goal was $100 million.

7. PRIM was nominated for the "**Plan of the Year"** award for the unprecedented fourth year in a row by Institutional Investor magazine.

8. PRIM has been recognized for adopting the **CFA Institute's Global Investment Performance Standards (GIPS)** of integrity and transparency. PRIM is now one of only a handful of large public pension plans to comply with GIPS, the worldwide performance reporting standard.

9. Bill Li was inducted into the **EQDerivatives Investing Hall of Fame**, which recognizes individuals who have led the line in volatility and alternative risk premia thought leadership (May 2019).

10. For the second year in a row, Eric Nierenberg has been listed on **Institutional Investor's "Most Wanted Allocators"** list. This is the global "Top 50" list of allocators deemed to be most coveted for potential future chief investment officer roles.

11. PRIM recruited and on-boarded six new full-time employees.

12. PRIM promoted six staff members.

13. No senior level employees departed in FY 19.

14. Implemented robust Diversity and Inclusion Initiatives.

New Hires

Marliese Lawson joined PRIM in July as the ED/CIO's administrative assistant. Prior to joining PRIM, Marliese worked at Health Net Federal Services (HNFS), a global health care services company, as an Executive Assistant. Prior to that she was an Executive Assistant at the accounting firm, Perry-Smith, LLP. Marliese is a graduate of Gordon College, with a degree in English Literature, and from Salem State University, with a Master's degree in English.

Sarah Zatoonian joined the Private Equity team in June as an Investment Analyst. Sarah was most recently at the College of the Holy Cross Investment Office where she was a member of a four-person team responsible for the oversight and management of the College's long-term investment portfolios for the Endowment and Pension. Sarah holds dual Bachelor degrees in Economics and Classics, both from the College of the Holy Cross.

Jay Leu joined PRIM in July as Director of Risk Management. Jay brings over 30 years of investment industry experience and was most recently Director of Risk Management at Aesir Capital Management, a long/short credit hedge fund. Prior to that, Jay was the lead portfolio manager and business unit head of Structured U.S. Equity at Lee Munder Capital Group. He held the Chief Investment Officer position at Independence Investment Associates (which Lee Munder acquired) and at Pacific Capital Fixed Income Advisor. Jay began his career at State Street Global Advisors as both a Domestic and Global Fixed Income portfolio manager. Jay is also currently an adjunct professor of finance at Brandeis University's International Business School where he teaches International Portfolio Management, Fixed Income Investments, and Investment Management. Jay holds a Bachelor's degree in Chemical Engineering and a Master's degree in Finance, both from M.I.T.

Seven new interns joined the PRIM team for the summer season. One joined us from the Women in Finance Fellowship program from Treasurer Deborah Goldberg's Office of Economic Empowerment, one from the CFA Society Boston's Women in Investment Management internship program, another from Girls Who Invest, and four who are graduate students at Brandeis University's International Business School.

PRIM BOARD ACTIONS –August 13, 2019

Portfolio Completion Strategies

At its August 13, 2019 meeting, the PRIM Board approved the following recommendation of the Investment Committee and PRIM Staff:

The PRIM Board approved an initial allocation of $ $150 million to **RV Capital Asia Opportunity Strategy Managed Account**. The Fund employs a Discretionary Macro strategy, trading rates, FX, and credit in the vast Asia Pacific region. RV Capital is a Singapore-based manager that adopts a top-down approach and trades macro themes. The Fund's investment universe includes the 13 largest economies in Asia Pacific: Australia, China Mainland, Hong Kong, India, Indonesia, Japan, Korea, Malaysia, New Zealand, Philippines, Singapore, Taiwan and Thailand. RV Capital only trades liquid asset classes (rates, FX, and credit).

Public Markets

Request for Proposals ("RFP")

The PRIM Board authorized the issuance of an RFP for Passive Short-Term Fixed Income Investment Management Services. The RFP was issued on August 2, 2019, and responses are due on August 30, 2019.

The Client Services team -- Paul Todisco and Francesco Daniele – will continue to meet with the retirement boards of PRIM's member retirement systems throughout the year. To schedule a visit, please contact Paul at ptodisco@mapension.com, Francesco at fdaniele@mapension.com, or call 617-946-8401. We look forward to seeing you soon.

CONSERVATION COMMISSION

PURPOSE

Janet Bernardo, Chair, Sue Barber, Artie Crocker, Stephen Farr, William Murphy, Peter Oehlkers, Vice Chair, Alison Richardson

The Needham Conservation Commission is comprised of seven volunteer members appointed by the Select Board to staggered three-year terms. The Commission is responsible for administering the Massachusetts Wetlands Protection Act (M.G.L. Chapter 131 Section 40) and the local Wetlands Protection Bylaw (Needham General Bylaws Article 6). The Commission receives and reviews applications for projects involving work within, or within one hundred feet of, wetlands, rivers, streams, and ponds, and within 200 feet of perennial rivers and streams. In addition to their statutory obligations, the Conservation Commission undertakes broader environmental and land-management functions including:

- Managing Town-owned Conservation Land including the 362 acres at Ridge Hill Reservation;
- Promoting the protection of additional open space through conservation restrictions, land donations and purchases;
- Educating the public about the importance of protecting wetlands and other open space; and
- Advising and collaborating with other Town Boards and Committees on matters pertaining to use, management and protection of the Town's natural resources and open space.

The Conservation Commission is assisted by the Conservation Division within the Town of Needham Planning and Community Development Department and includes a full-time Director of Conservation, a full-time Conservation Specialist and a part-time Administrative Assistant.

FY2019 ACTIVITIES AND ACCOMPLISHMENTS

Over the course of the year, the Commission continued to see a steady flow of applications primarily for the construction of single-family homes and additions. During FY2019, the Conservation Commission met formally a total of twenty-two (22) times and held a total of thirty (30) public hearings (refer to Table 1).

In addition to applications reviewed through the public hearing process, the Commission is required to review and act on requests to modify, extend or close out existing permits. The Commission handled forty (40) of these requests during this fiscal year. For some minor projects proposed within the Commission's jurisdiction, Conservation staff reviewed these projects and issued Exemption Letters approving the work. Staff issued eighteen (18) Exemption Letters during this fiscal year. Occasionally, the Commission receives requests for approval of Emergency Certifications. This past fiscal year, the Commission reviewed three (3) of these requests and issued Emergency Certifications. Finally, for that small percentage of projects that occur within the Commission's jurisdiction without the owner obtaining a permit in advance, the Commission is responsible for pursuing enforcement to bring such sites into compliance with the state and local wetland regulations. In FY2019, two (2) projects required the issuance of an Enforcement Order in order to restore or protect wetland resource areas. The Conservation Division also coordinates with the Town of Needham Department of Public Works and Public Facilities, and provides professional expertise on town projects in a growing and more restrictive environmental regulatory time period.

Table 1: FY 2019 Conservation Commission Application Filings & Requests

Type of Application Filings/Requests/Violation/Enforcement	Number
Notice of Intent[1]	23
Request to Amend Order of Conditions[1]	1
Request for Determination of Applicability[1]	4
Abbreviated Notice of Resource Area Delineation[1]	0
Extension Permit[1]	2
Emergency Certification	3
Certificate of Compliance	27
Minor Modification Request	10
Enforcement Order	2
Notice of Violation*	0
Trail Maintenance Notification Form	0
DPW Generic Permit Activity Notification Form	0
Exemption Letter	18
Conservation Restriction	0
Notice of Non-significance	0

[1]Filing involved a public hearing *Notice of Violation result in the issuance of fines

Fiscal year 2019 included staffing changes within the Conservation Department. The Director of Conservation, Christopher Hayward, who was hired in 2017, left the position in August 2018. The Conservation Specialist, Debbie Anderson, who has been working for the Conservation Department in various capacities for nine (9) years, was promoted to the Director's position in October of 2018. It was determined that the best way to fill the now vacant part-time Conservation Specialist position was to include the minute clerk tasks in the Conservation Specialist job description and make it a full-time position. The entire hiring process lasted from October 2018 to June 2019 and culminated with the hiring of the new full-time Conservation Specialist, Clayton Hutchinson.

During fiscal year 2019, the Conservation Division staff continued to issue standardized post cards to permit holders alerting them of various permit requirements or permit expiration dates. The goal of this program is to encourage voluntary compliance and project close-out that saves permit holders time and money, while reducing the need for enforcement actions by the Conservation Commission.

The Conservation Division continued its ongoing work to implement the Comprehensive Trails Master Plan in addition to oversight and management of existing conservation lands. The Commission encourages the involvement of all interested Needham residents in helping to preserve the natural resources of the Town and expand their use and appreciation. The Commission generally meets the second and fourth Thursday of each month at 7:30 p.m. and all Needham citizens are invited to attend.

ACCOMPLISHMENTS

The implementation of the new Town of Needham Stormwater Bylaw was an accomplishment achieved through the combined efforts of several Departments and Boards, including the

Conservation Commission and its' staff. The process was an educational experience for the public, the Commission, as well as the staff. Several opportunities were provided for staff to receive training and education regarding NPDES and the new Bylaw. Coordination and communication with the Engineering and Building Departments during the implementation of the Bylaw was vital in ensuring the public was given consistent information.

Fiscal year 2019 was a busy year for Town projects whether they were beginning, in progress, or finishing up. The Mitchell School Modular classroom project required several site meetings and continuous oversight. The Conservation portion of the Sunita Williams School project has been on-going. The final walkthrough for the Needham Accessible Reservoir Trail project occurred and the trail is considered a great success with people of all capabilities. The permitting for the new Jack Cogswell Building (formerly known as the DPW/Central Avenue Storage Facility) was completed and the project initiated. Several modifications to the Permit have been required as the project progresses.

The Conservation Department staff and the Commission continue to work with Eagle Scout candidates and other groups on projects on Conservation properties that are beneficial to the public such as a recently constructed stream crossing footbridge in the Town Forest off of Central Avenue by an Eagle Scout Candidate.

Meetings and discussions with the Walker Pond watershed neighbors have continued since the completion of the Walker Pond Study and the importance of proper stormwater management, as well as, other improvements for the health of the pond were further defined.

Council of Economic Advisors

Adam Block, Chair, Anne Marie Dowd, Vice Chair, Matthew Talcoff, Glen Cammarano, Maurice Handel, Rick Putprush, Virginia Fleisher, Adam Meixner, Robert Hentschel, Michael Wilcox, Ted Owens, Bill Day, Stuart Agler, David Montgomery, Tina Burgos
Devra Bailin, the Economic Development Director, serves as staff to the CEA.

MISSION

The CEA was established by the Select Board to evaluate Town-wide economic conditions and make recommendations to promote and encourage new and existing businesses. The CEA studies issues and makes proposals to the Select Board to foster growth and economic development in Needham. It works closely with the Director of Planning and Community Development and the Planning Board to effectuate zoning changes necessary to implement economic goals.

FY2019 Highlights

The changes initiated by the CEA to Needham Crossing as to use and dimensional zoning to allow greater flexibility in uses and greater density and height adopted by Town Meeting have led to the dynamic economic development of the area. Needham Crossing is now the much sought after location for innovative companies to situate their headquarters: TripAdvisor; Shark Ninja; and the future new regional headquarters of NBCUniversal. Well under construction with a completion

and occupancy date in September of 2019, NBC Universal could serve as an impetus for expansion of a media cluster in Needham Crossing.

The CEA continues its efforts in branding Needham Crossing and has been working cooperatively with Newton on the N^2 Innovation District. Public and private contributions have provided the funding necessary to begin implementation of the recommendations in the Camoin study through the Newton Needham Regional Chamber. Needham greatly benefits from this joint marketing venture. Media recognition of Needham Crossing within the N^2 Innovation District is growing. The CEA continues to advance gateway and highway signage to enhance branding and name recognition.

The CEA has made the streamlining of permitting a priority. Through its Downtown Subcommittee the CEA continues to work with the Planning Department, Select Board and the Planning Board to implement additional changes to create a less cumbersome permitting process. Work is underway to implement administrative changes in addition to regulatory initiatives already adopted by Town Meeting.

The CEA also established as a priority the support of independent locally-owned businesses in Needham, especially in relation to the vibrancy of the downtown. To advance this priority the CEA reestablished its Downtown Subcommittee to confront issues faced by local businesses in our downtown. The subcommittee canvassed businesses and landlords in the Downtown area and identified the following pressing issues: the need to create and install visible and identifiable free parking lot signage; the need for snow plowing and snow removal of downtown sidewalks; and the traffic back-up caused by the signal at Great Plain Avenue and the train tracks. The CEA brought these concerns to the Select Board which led Town Meeting to allocate funding for the installation of free parking signage and the purchase of snow removal equipment for the implementation of a Downtown Sidewalk Snow Removal Pilot Program.

The CEA through its Industrial Zoning District Subcommittee held public meetings beginning in 2014 and discussed zoning changes to up-zone certain areas along Route 128, which are critical areas of economic development now constrained by restrictive zoning. The three affected districts were reviewed in terms of their use profile and dimensional requirements with an eye toward allowing redevelopment at a more intense level. A build-out analysis, traffic impact study and elevation drawings were completed. Zoning implementing the vision was prepared and presented to numerous interested resident and business interest groups for feedback and comment. The Council of Economic Advisors issued a final report with its recommendations to the Select Board in the fall of 2017.

The Planning Board, having reviewed the proposals from the CEA determined to move forward on only one area at this time; the area circumscribed by Route 128, Highland Avenue, Gould Street, and the railroad track. Public hearings on the rezoning of this area were held in February of 2019. The Planning Board had planned to present this rezoning initiative to the May 2019 Annual Town Meeting. However, 3D modeling of the project in preparation for Town Meeting revealed the necessity for further adjustments to building height, FAR and setback requirements. Accordingly, the initiative has been moved to consideration at the October 2019 Special Town Meeting.

The Economic Development Department has worked closely with various organizations, including the Needham Business Association, Newton-Needham Regional Chamber, N^2 Innovation District committees, 128 Business Council, and others to promote economic development throughout Needham. Those relationships have increased Needham's profile as an economically desirable area to develop. The fiscal rewards of the CEA's efforts are evident in the increased revenues realized from the growth in the commercial areas.

As part of the *Shop Local* initiatives during the holidays, the CEA advocated for Free Parking in the downtown business area.

PLANNING BOARD

Martin Jacobs, Chairman
Jeanne S. McKnight, Vice-Chairman
Elizabeth J. Grimes
Jeanne S. McKnight
Ted Owens

Lee Newman, Director of Planning and Community Development
Alexandra Clee, Assistant Planner
Karen Sunnarborg, Community Housing Specialist
Devra Bailin, Director of Economic Development

PURPOSE

The Planning Board is charged with broad statutory responsibilities to guide the physical growth and development of Needham in a coordinated and comprehensive manner. Specifically, the Planning Board is legally mandated to carry out certain provisions of the Subdivision Control Law (M.G.L., Chapter 41, Section 81-K to 81-GG) and of the Zoning Act (M.G.L., Chapter 40A). These legal responsibilities are reflected locally in the Subdivision Rules and Regulations and Procedural Rules of the Planning Board and in the Town's Zoning By-Law. The specific services that the Planning Board provides are as follows:

Review and Approval/Disapproval of:

- Approval-Not-Required (ANR) Plans
- Preliminary Subdivision Plans
- Definitive Subdivision Plans, including ongoing administration
- Site Plans of certain larger developments (major projects)*
- Residential Compounds (RC's)*
- Scenic Road Applications
- Outdoor Restaurant Seating Applications

* This includes Special Permit Decisions, with legal notices, public hearings, and written decisions; similar statutory procedures are followed for Definitive Subdivision Plans.

Review and Advisory Reports on:

- Site Plans of certain smaller developments (minor projects)
- Applications to the Board of Appeals for variances and special permits
- Petitions for acceptance/discontinuance of public ways

Initiation, Development, Public Hearing and Presentation of Proposed Zoning Amendments to Town Meeting

Preparation and Maintenance of a Master Plan and related planning studies to guide future physical growth and development in Needham (including studies referred to the Board by Town Meeting)

Revisions to "Subdivision Regulations and Procedural Rules of the Planning Board" and printing of the same

Reprinting of Town Zoning By-Laws and Zoning Map

Provision of Information on Planning, Zoning and Development matters to the public (including residents, developers, and other government agencies)

FY2019 ACCOMPLISHMENTS AND ACTIVITIES

Organization/Staffing

Fiscal Year 2010 saw the creation of a Planning and Community Development Department. Previously, the four community development and land use functions had been performed in three Departments namely, Planning, Conservation, and the Board of Appeals. Under the 2010 reorganization the Planning and Economic Development functions were retained under a single budget and the Conservation and Zoning Board of Appeals budgets were combined to create a new "Community Development" budget. A Director of Planning and Community Development was appointed with oversight of both the Planning and Economic Development budget and Community Development budget. A new Administrative Assistant position was created to support the Planning, Economic Development, Conservation and Zoning functions of the Department. The goal of the reorganization was to meet the identified needs of the then existing departments, to improve operational efficiency, and to enhance service delivery. In Fiscal Year 2013, the Planning and Economic Development Department added a part-time Community Housing Specialist position. The Housing Specialist provides administrative and technical support relating to affordable housing issues, coordinates the efforts of various town boards and committees in the development of affordable housing opportunities, and assists in the implementation of the Town's Community Housing Plan. Finally, in Fiscal Year 2016 a further consolidation occurred with the merging of the Planning, Economic Development, Conservation and Board of Appeals budgets into a single Planning and Community Development budget. We believe that the reorganization has been successful in improving operational efficiency and interdepartmental coordination and thus has enhanced service delivery to Needham's constituents.

Permitting

In its capacity as a special permit granting authority, the Planning Board in FY2019 processed 17

new applications as "Major Projects" under the Site Plan Review By-Law. In addition, the Board reviewed and approved 2 subdivision plans and 5 plans were endorsed "Approval-Not-Required (ANR)" under the Subdivision Control Law, meaning that the lots created or altered on such plans met minimum frontage requirements.

The Board of Appeals referred 26 applications for variances, special permits, comprehensive permits, and administrative appeals to the Planning Board last year, and as required by the Zoning By-Law, the Board reviewed each application and submitted its recommendations in writing to the Board of Appeals where warranted. During the fiscal year the Department continued its practice of tracking the turnaround time required for its Major Project Site Plan Special Permits and subdivision applications as a way of monitoring the effectiveness and timeliness of our permitting process. Within the monitoring period, the Department tracked the time that elapsed between filing an application and scheduling a public hearing; between the close of the public hearing and the issuance of the decision; and between the Board's action and the filing of the written decision with the Town Clerk. The goal was to schedule a public hearing within 5 weeks of receiving an application; to issue a special permit decision or subdivision decision within two weeks of the close of the public hearing; and to file the written decision within 5 business days of permit issuance by the Board. The articulated goals were met in two of the three studied criteria in Fiscal Year 2019. During the affected time line 17 new Special Permit applications and 2 Subdivision applications were processed. Public hearings were held on average within 32 days of application receipt, decisions were issued within 18 days of the close of the public hearing, with written decisions filed with the Town Clerk within 2 days of permit issuance. Total average time required to process an application was 63 days with a minimum of 27 days and a maximum of 101 days.

Needham Crossing Business Center Planning

The Planning and Economic Development Division has focused on the recommendations outlined in the Needham Crossing Business Center Planning study completed in the fall of 2011 and its implementation at the Center 128 project site. Most specifically, the Planning and Economic Development Division continues to oversee the permitting and build-out which is occurring within the New England Business Center and in particular the Center 128 project. Plan review and permitting for Center 128 comprising three components was conducted by the Division as follows: Center 128 West, Center 128 East, and the 2nd Avenue Residences. The Center 128 West Development, approved by the Planning Board in April of 2013, includes 740,000 square feet of office space, a 128-room hotel, and two parking structures. The hotel was completed and opened in 2014. The 288,346 square-foot office building located at the corner of 1st Avenue and B Street was completed and occupied by its tenant, Trip Advisor, in July of 2015. The Center 128 East Development, approved by the Planning Board in November of 2015, includes 420,429 square feet of office space, 19,000 square feet of retail space, a 128-room hotel and surface parking area. Components of the Center 128 East project currently underway or recently completed also include: the expansion of Parking Garage B at Center 128 West to accommodate the redevelopment planned at Center 128 East, the renovation and occupancy of the building located at 77A Street to accommodate the new SharkNinja headquarters and the renovation of the building located at 189 B Street to accommodate the new NBC Universal headquarters. In summary, Center 128 at completion will include four new office buildings and two renovated buildings totaling 1,160,400 square feet, two 128-room hotels, and 19,000 square feet of retail space. Parking for 4,100 cars distributed across 3 structured parking garages along with surface parking for 778 cars is also

planned. The combination of elements is expected to be completed by June of 2021 and will represent a major step forward in the implementation of the vision developed for the district. Lastly, the construction of the 2nd Avenue Residences comprising 390 residential housing units and associated structured parking at 2nd Avenue was completed in the spring of 2018 with full rent-up completed in the fall of 2019.

Securing grants for roadway improvements in the Needham Crossing area to complement the anticipated build-out continues to be a Departmental priority. Having successfully applied for grants with the City of Newton (MassWorks) to expedite the Highland Avenue corridor project, the Division continues to work with Newton, MassWorks and the Boston Region Metropolitan Planning Organization (MPO) to guide the project's implementation and to make sure that Needham's interests are represented and protected. Additionally, the Planning and Economic Development Division continues to work with Newton to try to locate funding for an engineering feasibility study of the unused MBTA rail running parallel to Needham Street and Highland Avenue. Both municipalities realize that mass transit is the only way to realize full economic development within the N^2 corridor. Lastly, the Division has worked with the City of Newton on the new N^2 initiative project. The N^2 group obtained funding from the Federal Economic Development Commission to match public and private gifts for a total of $100,000 to create a sustainable marketing initiative for the corridor. The report was completed in FY2016 and included an overall marketing plan for the corridor and specific recommendations for attracting high tech and life science industries to the locale. As a result of this work the Needham/Newton Chamber of Commerce raised $325,000 to implement the recommendations of the 2016 study to promote targeted, sustainable, and well-planned development in the N^2 Innovation District. A district director was hired, marketing materials created, and a website to promote the district and encourage economic development implemented.

Needham Center Planning

The Planning and Economic Division further continued with implantation of the Needham Center Planning effort providing staff support to the Planning Board where a meeting of all key property owners along the Chestnut Street corridor was organized to explore opportunities for partnership between the Town and owners to advance the recommendations of the Needham Center Plan. The meeting was well attended and offered an opportunity to present an overview of the Center plan recommendations and ascertain interest from key owners for moving forward with its recommendations through future investment and redevelopment. Follow-up to this meeting was held with several key landowners to assess their interest in acting upon the zoning incentives identified in the Chestnut Street Overlay District in particular, and to determine what if any constraints they feel would need to be addressed to incent the desired redevelopment. The feedback received at those follow-up meetings was constructive and has helped the Board and Department identify a number of regulatory constraints that will need to be addressed to assure Plan implementation.

Affordable Housing Trust and Small Grant Repair Program

The Housing Division supports the Town's efforts to promote and maintain affordable housing opportunities in partnership with the Needham Housing Authority (NHA), non-profit and for profit developers and service providers, other Town departments, as well as other public entities. The Housing Division also provides professional support to collect and analyze housing-related data,

coordinates potential affordable housing initiatives, monitors affordability for a number of housing developments, ensures compliance with funding sources, and addresses inquiries related to housing issues. Another important activity involves the staffing of the Needham Affordable Housing Trust which was established in 2018 to serve as the Town's entity for overseeing housing issues and managing a dedicated fund in support of affordable housing initiatives. The Fund has been receiving funds related to the monitoring of affordable housing units, including resale fees as affordable homeownership units turnover. The 2019 Annual Town Meeting approved $50,000 in additional funding from the Town's General Fund to introduce a Small Repair Grant Program that provides grants of up to $4,000 to homeowners 60 years and older and with incomes at or below 80% of area median income to make modest repairs or alterations to their homes for health and safety reasons. The first round of applications is due by November 1, 2019.

Other Planning Studies

Planning Studies currently underway and recently completed are as follows:

Land Use and Zoning Study for the Industrial-1 and Industrial Districts: Working with the Industrial sub-committee from the Council of Economic Advisors, residents, businesses and elected officials the goal of this planning effort was to bring together a zoning proposal to incent development in three industrial zones abutting 128. The districts were reviewed in terms of their use profile and dimensional requirements with associated changes to the noted parameters to encourage redevelopment at a more intense level. A consultant was engaged to respond to neighborhood concerns expressed during the Subcommittee's initial outreach. A build-out analysis, traffic impact study and elevation drawings were completed. Zoning implementing the vision was prepared and presented to numerous interested resident and business interest groups for feedback and comment. The Council of Economic Advisors issued a final report with its recommendations to the Select Board in the fall of 2017. The Select Board reviewed the report and secured citizen input on the rezoning initiative and decided to proceed with only a portion of the recommended rezoning presently, namely, the Industrial-1 District located south of the MBTA right-of-way.

The Planning Board held zoning hearings on the draft zoning articles prepared by the CEA to implement the study recommendations in February of 2019 and had planned to present these zoning initiatives at the May 2019 Annual Town Meeting. However, 3D modeling of the project in preparation for Town Meeting and in the context of the surrounding neighborhood revealed the necessity for required further adjustments to building height and setback. A workshop was organized to present the findings of the 3D models to both the Select Board and Planning Board in early July so that policy objectives for the property as relates massing and scale could be confirmed in the context of these new findings and a zoning strategy supported by both Boards moving forward could be determined. A fiscal impact analysis and an updated traffic study of the proposed Highway Commercial 1 district were completed. A revised zoning proposal supported by both Board's has now been offered which will give the Planning Board authority to review and approve a broad range of development alternatives on the property provided they are compliant with a set of articulated design goals and have secured appropriate traffic mitigation. Public hearings on the zoning articles were held in September and Town Meeting action is planned for the end of October 2019.

Accessory Dwelling Units: There are no provisions to allow accessory apartments in Needham, although all neighboring communities allow them, as do most comparable municipalities in the state as such units are helpful in meeting a number of important policy objectives. The Needham Planning Board had presented a zoning article at the May 2019 Annual Town Meeting which would have established a special permit process to enable the Board of Appeals to permit accessory dwelling units in single-family homes for occupancy by family member(s) related to the owners of the property and caregivers of family members, subject to specified standards and procedures.). This effort was a follow-up to the Senior Friendly Housing in Needham study completed in 2017 and the Accessory Dwelling Report commissioned by the Board of Health and completed last year. The report, *Accessory Dwelling Units: A Report for the Needham Public Health Division*, examined in some depth the experience of nine communities similar to Needham that have passed ADU bylaws. Their experiences, combined with recommendations from the Massachusetts Office on Energy and Environmental Affairs, had served as a guide as Needham assessed the impact of these bylaws on issues of importance to Needham, including cost, density, traffic, appearance, and meeting the changing needs of our residents. The Accessory Dwelling Unit zoning amendment was presented at the May 2019 Annual Town Meeting and received a number of questions and amendments and as a result was referred back to the Planning Board for further study. The Board has now made the necessary policy and language adjustments and Town Meeting action on the matter is planned for the end of October 2019.

Chestnut Street Corridor: The Planning Board continues to review the zoning plan which was established for the Lower Chestnut Street area through the Overlay District to determine if it is meeting its stated objective of establishing a pedestrian friendly streetscape with multi-use development in the form of a traditional New England Village.

Rezoning Initiatives

In Fiscal Year 2019 the Planning Board offered six major zoning initiatives as described below.

Zoning articles prepared for presentation to the October 2018 Special Town Meeting are as noted below. The article was adopted.

1. Amend Zoning By-Law–Wireless Communication Facilities. The Town is currently designing a new public safety communications system. As currently planned, this new system involves a new 120 foot radio antenna monopole at the Police and Fire Station on Chestnut, Lincoln and School Street, and a new 199 foot tower located at the Recycling and Transfer Station. The Town is also working to secure an antenna location on an existing commercial wireless communication tower near Cabot Street, and a site for a new communication tower on Commonwealth-owned land located next to the Norfolk County Sheriff's Office at 200 West Street in Dedham. The Zoning By-Law does not currently allow municipal public safety communications facilities anywhere in Town. Accordingly, the purpose of this zoning amendment is to allow by special permit, the three kinds of public safety communications facilities that would be proposed within the Town as noted above.

Zoning articles 1, 2, 3, and 4 below were prepared for presentation to the May 2019 Annual Town Meeting by the Planning Board as noted below. Article 5 was submitted by Citizens Petition for presentation to the May 2019 Special Town Meeting as noted below. Articles 1, 2, 3 and 4 were

not adopted at the Annual Town Meeting. Article 5 was withdrawn by the Petitioner and was not acted upon by the Special Town Meeting. The Planning Board has revised Article 1 which relates to Accessory Dwelling Units and has placed it on the October 2019 Special Town Meeting warrant. No further action is planned currently on the remainder articles.

1. Amend Zoning By-Law – Accessory Dwelling Unit. This article establishes a special permit process to enable the Board of Appeals to permit accessory dwelling units (ADUs) in single-family homes for occupancy by family member(s) related to the owners of the property and caregivers of family members, subject to specified standards and procedures. It is also the intent of this zoning to assure that the single-family character of a neighborhood will be maintained and that the necessary accessory unit remains subordinate to the principal use of the living quarters. ADUs will be allowed in all zoning districts with the exception of the Chestnut Street Business District, Center Business District, Mixed-Use 128 District, Highland Commercial 128 District, and New England Business Center District. In these zoning districts single-family homes are not currently permitted. To accomplish this, the by-law restricts size, occupancy, and exterior conditions.

2. Amend Zoning By-Law –Dimensional and Use Regulations for the Transit Oriented Development Sub-District of the Lower Chestnut Street Overlay District. Articles 2-4 represent a package of proposed zoning by-law amendments that stem from more than two years of work by the Planning Board. The articles seek to secure implementation of the Needham Center Development Plan dated March 30, 2009, by enabling the development of housing at a location proximate to transit at the Needham Junction MBTA Commuter Rail Station and within walking distance to Needham Center and the Chestnut Street businesses. Article 2 proposes the creation of a new Transit Oriented Development Sub-District (TODD) within the Lower Chestnut Street Overlay District and lays out the regulatory framework for the new sub-district. Article 4 describes the geographical boundaries of the TODD. The affected area comprises 433 Chestnut Street and the land located directly to the south and the west of 433 Chestnut Street, owned by the M.B.T.A. The land located at 433 Chestnut Street is currently located in the Chestnut Street Business District and the Lower Chestnut Street Overlay District. The land located directly to the south and the west of 433 Chestnut Street and owned by the M.B.T.A., is currently located within the Single Residence B zoning district. This later parcel is proposed to be rezoned to the Chestnut Street Business District and the Lower Chestnut Street Overlay District under Article 3 so that the TODD provisions may be extended to that location.

3. Amend Zoning By-Law –Map Change to Chestnut Street Business District and Lower Chestnut Street Overlay District. Article 3 describes the geographical area located directly to the south and the west of 433 Chestnut Street proposed to be placed in the Chestnut Street Business District and the Lower Chestnut Street Overlay District. The affected area comprises land located directly to the south and the west of 433 Chestnut Street owned by the M.B.T.A. The land is currently located within the Single Residence B zoning district.

4. Amend Zoning By-Law –Map Change to Transit Oriented Development Sub-District of Lower Chestnut Street Overlay District. Article 4 describes the geographical area proposed to be placed in the Transit Oriented Development Sub-District of the Lower Chestnut Street Overlay District. The affected area comprises 433 Chestnut Street and the land located directly to the south and the west of 433 Chestnut Street, owned by the M.B.T.A.

5. Amend Zoning By-Law – Self Storage Facility in Mixed Use 128 District. This article was submitted on the petition of Michael Surprenan, et al. The petition proposes to add a definition of "self-storage facility" to the Zoning By-Law, and to allow such facilities to be constructed and operated in the Mixed-Use 128 District, upon receipt of a special permit issued by the Planning Board, at its discretion, and after notice and public hearing. Currently, self-storage facilities are not defined in the By-Law, and are not listed in the By-Law's Use Regulations for any of Needham's Zoning Districts, whether by right or by special permit.

Future Challenges

The key challenges facing the Planning Board and Department over the course of the next five years will be securing the successful implementation of the Needham Center Plan and the Land Use and Zoning Plan for the Needham Crossing Business Center. As relates Needham Center, the State has made mixed-use smart growth development, as envisioned in the Needham Center plan, a priority and has provided the financial assistance required to secure its implementation. Ensuring that Needham takes advantage of its key strategic advantage, namely, four commuter rail train stations, to access those funds and to promote plan objectives remains a key priority and challenge. Additionally, unlocking the economic potential of the Needham Crossing Business Center remains an important goal of the Board and Department.

As relates the Needham Crossing Business Center, the Department continues to work with major Needham Crossing Business Center developers to foster economic development and to identify and secure associated state infrastructure grants. Further, the Department remains committed in its effort to renew and foster its work with the City of Newton in relation to Highland Avenue/Needham Street improvements and mass transit uses of the abandoned rail bed. Finally, creating a streetscape design for the Needham Crossing Business Center District and securing its implementation remains a high departmental priority.

In closing, the Planning Board welcomes your participation in any of its meetings and, in particular, your expression of agreement or disagreement on positions the Board has chosen to take regarding the development of the Town.

Zoning Board of Appeals

Jon D. Schneider, Chair
Jonathan D. Tamkin, Vice Chair
Howard S. Goldman, Member
Kathy Lind Berardi, Associate Member
Peter Friedenberg, Associate Member
Daphne M. Collins, Administrative Specialist

PURPOSE

The Zoning Board of Appeals is a quasi-judicial body that serves the community by hearing and making decisions on applications for special permits, variances, 40B comprehensive permits, and appeals to decisions of the Building Inspector. The Board applies Massachusetts General Laws and the Town By-laws. Most matters that come before the Board are initiated by residents or businesses seeking relief under the Town's Zoning By-laws. Each application is processed in accordance with the legal requirements established under the Massachusetts Zoning Act, the

Town's Zoning By-laws and the Board's Rules and Regulations. The Board also handles Comprehensive Permits under Chapter 40B which are initiated by developers seeking to build multi-family dwellings that do not comply with local zoning. Under Massachusetts General Laws, Chapter 40B the Board acts for all Town agencies and is governed by the rules and regulations of the Massachusetts Department of Housing and Community Development.

The Board of Appeals consists of three regular members and two associate members appointed by the Select Board, as authorized and established by Massachusetts General Laws, Ch. 40A, the Home Rule Charter Act and Article VIII of the General By-laws.

FY2019 Statistics

The Board of Appeals met eleven (11) times in FY 2019. During those meetings the Board conducted thirty-nine (39) hearings and listened to two (2) informal matters. The Board of Appeals received twenty-seven (27) applications relating to Special Permits, and one (1) application for Comprehensive Permit Amendment. Five (5) of these applications were withdrawn without prejudice; one (1) was denied and two (2) were continued. The Board issued twenty-three (23) Decisions in FY 2019 allowing or denying applications. The informal matters consisted of permit renewals, document reviews, and plan substitutions or corrections.
In FY 2019, the Board of Appeals collected $9,300 in application fees.

Highlights

The Kendrick Needham (previously known as *Second Avenue Residences*), 275 Second Avenue, a 390-unit apartment complex containing 98 affordable units was completed and was issued a Certificate of Occupancy in March 2019. The Kendrick was built pursuant to a Comprehensive Permit issued under Chapter 40B on October 20, 2015. With the opening of the Kendrick, Needham has "affordable housing" under Chapter 40B in excess of ten percent of its housing units.

Charles River Landing, 300 Second Avenue, applied for an amendment to its Comprehensive Permit to add a dog exercise facility at its residential complex. In response to concerns raised by the neighborhood, the Board of Appeals asked that the applicant consider locating the dog amenity

far from the abutting residential neighborhood. The applicant agreed and modified its plan to site the dog exercise facility at the novel new location on their parking garage's rooftop.

Adding to the vibrant Needham restaurant community, the Board of Appeals granted Special Permits to two new exciting restaurants - The Hungry Coyote, a Mexican restaurant, 1185 Highland Avenue and Chef Mikes, an Italian Trattoria, 73 Highland Avenue.

In collaboration with The Needham Channel Municipal Producer Liz Kalaijian and Executive Director Marc Mandel, an in-depth, informational and educational video was produced and aired on Needham Cable titled "*What is the ZBA*?" The video can be seen at https://www.needhamchannel.org/watch-programs-on-needhamchannel-org/

What is the ZBA?

BUILDING DEPARTMENT

David A. Roche, Building Commissioner
Erik J. Tardif, Asst. Building Commissioner
Jim F. Grover, Local Building Inspector
Bernard E. Ashley, Local Building Inspector
Larry V. Di Bona, Plumbing & Gas Inspector
Scott W. Chisholm, Wiring Inspector
Vacant, Wiring Inspector
Lyn B. Heintz, Administrative Specialist
Richard R. Rutherford, Department Assistant
Sheila M. Whisler, Department Assistant

PURPOSE

It is the objective of the Building Department to ensure the quality of life of those who live, work and visit Needham by promoting safety in the construction, use and occupancy of buildings throughout town.

The Building Department is responsible for reviewing applications and plans to construct, alter and demolish any building or structure, for compliance with:

- Zoning By-Laws
- Massachusetts State Building Code
- Massachusetts State Fuel, Gas and Plumbing Code
- Massachusetts State Electrical Code
- Town of Needham Sign By-Law

For public safety, The Massachusetts State Building Code also requires this department to inspect public buildings and place of assembly. This includes all:

- places of worship
- day care sites
- state group homes
- nursing home facilities
- Beth Israel Deaconess Hospital
- Charles River Center
- public schools
- private schools
- school dormitory buildings
- apartment buildings
- hotels
- restaurants

All require inspections throughout the year to ensure that these structures comply with the building code for public safety, ingress and egress.

PERSONNEL CHANGES

- Bernard Ashley was hired as a Local Building Inspector.
- John McGourty left to take a position working for the City of Newton.
- Lyn Heintz was promoted to Administrative Specialist.
- Richard Rutherford was hired as a Department Assistant II.

FY2019 HIGHLIGHTS

- **4,913** permits issued
- **$2,311,966.00** collected in fees
- **9,138** inspections performed, *plus* emergency calls from Police and Fire
- **$224,066,316.00** spent by Needham property owners to construct or remodel 1,325,039 square feet of construction to buildings and structures
- **Major Projects**:
  Start of Fire Headquarters Building / Construction of Temporary Fire and Police Station
  Memorial Park Building
  Jack Cogswell Central Avenue Storage Building
  Sunita L. Williams Elementary School, Completion and Occupancy of
  Beth Israel Deaconess Hospital Ambulatory Care Center, Completion and Occupancy of
  NBC Universal Media Center

Activity Compared with Recent Years: Number of Permits / Fees Collected

	FY2016	FY2017	FY2018	FY2019
New Single Family Dwellings	104	92	84	74
New Two Family Dwellings	6	10	9	9
New Multi-Family	0	12	0	0
New Non-Residential Buildings	3	2	5	3
Demolitions - Residential	96	93	90	84
Demolitions - Non Residential	2	3	3	3

NEEDHAM FIRE DEPARTMENT

Dennis X. Condon, Fire Chief

PURPOSE

The mission of the Fire Department is to provide the Town of Needham with an effective, well trained team of professionals to protect the lives and property of its residents. This mission is achieved through providing fire suppression, emergency medical services, emergency disaster preparedness, and fire prevention through fire inspections and education.

FY2019 HIGHLIGHTS

- Several members of our department retired including Alan Hopkins, John Benedict, John Krawiecki and Steven McKay. FF Paul Mitchel resigned to accept a position with Massport.
- It was a busy year for Firefighter hiring at the Fire Department. In September 2018, David Brissenden joined the department. In April 2019 we welcomed Patrick Glebus, Chad McMahon, Dennis Miller, Jessica Sears, John Walsh, and Cody Whalen.
- The department applied for, and received, a $1.6+ million dollar SAFER grant to hire 8 new Firefighter/Paramedics. Those hired under the grant include: John Fitzgerald, Benjamin Hall, Kevin Lehberger, Bradford Lynch, William Miranda, Joshua Stanton, Christopher Stirling, and Jonathan Yule.

- The department responded to 4,029 emergency incidents. We also responded to 2,777 calls for service and issued 1,241 permits.
- A successful ballot question, along with Town Meeting approval, paved the way for the construction of a new public safety complex and Fire Station 2. Actual construction is set to begin in the Fall/Winter of 2019.
- The new wireless fire alarm system project began throughout Town. The new wireless system will replace the old hard-wired system. The Town has installed radio box fire alarm receivers at fire headquarters to receive fire alarm activation via radio waves from any building equipped with the new technology and registered with the department. Town buildings will be the first to be upgraded.
- The department, once again, received a Student Awareness of Fire Education (SAFE) grant in the amount of $4,354 and a Senior SAFE grant in the amount of $2,600. The SAFE grant provides us the opportunity to teach fire safety in the classroom, while the Senior SAFE grant gives us the chance to conduct home safety inspections for our seniors. We provide and install smoke and CO detectors free of charge, along with flashlights, nightlights and potholders as needed.
- Members of the department updated their skills and knowledge of the latest firefighting and EMS tactics by attending the Fire Instructor International Conference in Indianapolis and the Professional Development Conference in Worcester. The Professional Development Conference was sponsored by the Fire Chiefs Association of Massachusetts.
- Chief Dennis Condon was sworn in as the new President of the Massachusetts Fire Chiefs' Association in May 2019.
- The Fire Department hosted medical personnel from our sister city of Daxing-Beijing, China to learn about our EMS services.
- Live extrication training took place in September 2018 utilizing donated vehicles. It provided an opportunity for our Firefighters to review Amkus tools techniques and to receive training on new battery powered rescue tools.
- An important training program – Driver Training – provided ½ day of classroom lecture followed by ½ day of live driver training in March 2019.
- The department participated in new building tours including The Kendrick apartment complex and a new building at the Walker School. This provided our personnel with time to familiarize themselves with the buildings and target potential hazards.
- In October 2018, we toured the new MRI facility at the Beth Israel Deaconess Hospital and reviewed protocols when responding to an incident.
- In September 2018, the building management of the Rosemary Ridge Apartments requested a tour of the building for Firefighters to re-familiarize themselves with building connections and target hazards areas.
- Emergency Management received a Performance Grant in the amount of $8,500. The monies were spent on shelter supplies and emergency exercise planning.
- A Hazardous Materials Emergency Grant of $1,400. was received and spent on workshop planning to improve coordination response to HazMat incidents and to focus on staff organization during an emergency.
- A Municipal Vulnerability Preparedness grant of $33,000. was awarded to assess the Town's vulnerability and to prepare for climate change impacts, build community resilience and receive designation from the Executive Office of Energy and Environmental Affairs as a Climate Change Municipal Vulnerability Preparedness program municipality. This grant

will also allow the Town to update the Hazard Mitigation Plan. This project should be completed by June 2020.

- Information on Emergency Management preparedness and communications was presented to several community groups at various locations including the Senior Center, The Needham Rotary Club and St. Joseph Elementary School. We also participated on a segment on the Needham Channel.
- Emergency Management partnered with the Needham Rotary Club and the American Red Cross in hosting a community blood drive.
- The Town's Comprehensive Emergency Management Plan was revised and updated to include implementation of procedures for internal and external communications, Incident Command System (ICS) and workplace redundancy to improve the Town's continuity of operations.

Type of Permit	Fiscal Year	Revenue
Fire Prevention	FY17	54,665
Fire Prevention	FY18	60,813
Fire Prevention	FY19	52,415
EMS	FY17	717,954
EMS	FY18	1,081,616
EMS	FY19	1,021,061
Fire Alarm	FY17	50,320
Fire Alarm	FY18	52,800
Fire Alarm	FY19	56,165

Needham Police Department

John J. Schlittler, Chief of Police

PURPOSE

The police mission is the maintenance of social order within carefully prescribed ethical and constitutional restrictions. This mission contains the following elements:

- Prevention of Criminality
- Repression of Crime
- Apprehension of Offenders
- Recovery of Property
- Regulation of Non-Criminal conduct
- Performance of Miscellaneous Services

Consistent with the above, the Department mission is to work with all citizens to preserve life, maintain human rights, protect property and promote individual responsibility. The Police Department is established under the authority of Massachusetts General Law, Chapter 41, Section 97A.

Police Department Employees

During the year the full-time staff included a total of fifty-three employees. They included:

- 48 sworn police officers
- 5 public safety dispatchers
- 1 Animal Control Officer
- 2 Civilian Clerical Staff
- 1 Mechanic and 1 Custodian
- In addition, the Department maintained nineteen traffic crossing supervisors to staff school traffic crossings.

Personnel Changes FY2019

- Lieutenant John Kraemer retired after thirty-four plus years of service.
- Officer Bernard Burke retired after thirty-three plus years of service.
- Officer R.V. Springer retired after thirty-two plus years of service.
- Officer James Treggiari retired after thirty-eight plus years of service.
- Officer Richard Fife retired after thirty-three plus years of service.
- Officer R.J. Poirier transferred to the Needham Police Department. Officer Poirier had previously been an officer with the Wellesley Police Department.
- Officer Brian Soll transferred to the Needham Police Department. Officer Soll had previously been an officer with the Concord Police.
- Officer Joseph Brienze transferred to the Needham Police Department. Officer Brienze had previously been with the Medfield Police Department.
- Officer Patrick Keleher transferred to the Needham Police Department. Officer Kelleher had previously been with the Medfield Police Department.
- Officer James Carroll joined the Needham Police Department upon graduating from the Randolph Police Academy.
- Officer Scott Lennon joined the Needham Police Department upon graduating from the Randolph Police Academy.
- Officer Ryan O'Leary transferred to the Boston Police Department.
- Officer John Lewis transferred to the Boston Police Department.

Department Assignments FY2019

- 144 child safety seats were installed by Officers Treggiari and DeSimone
- Officer Karl Harmon served as Community Service Officer
- Officer Adrienne Anderson served as School Resource Officer

The Department continued to participate in regional activities with other area police departments to combine resources and maximize service in areas involving investigative activity, communication technology and tactical deployments.

Lieutenant McGrath, Officers Doukas, Peck, Rutledge, and Kelly received MA Executive Office of Public Safety and Security Life Saving Awards.

Technology & Projects FY2019

- The Police Department continued to develop and utilize new technology to improve the efficiency of the Department. The Department's goal is to improve information sharing and improve efficiency by eliminating multiple applications currently being used and reducing maintenance costs.
- The Police Department, working in conjunction with the Fire Department, continued to work with the Needham Schools on safety initiatives. These included lock-down drills, reviewing school crisis plans, critical incident training, building security and other school safety concerns. This team approach has been valuable and beneficial in enhancing school safety. The Department continued to conduct Active Shooter/Hostile Event Response Training (ASHER Training). This training consisted of simulated active shooter training incorporating Needham Fire Personnel and student role players.
- The Department received funding under the State 911, Department of Public Safety Answering Point and Regional Emergency Communication Center Support and Incentive Program. The grant funding to each primary 911 call center is based on the previous years 911 call center volume. During FY2019 the Department was allocated $59,894. The Department was also allocated $28,421 in 911 and Emergency Medical Dispatch training.
- The Department continued its involvement in the Community Crisis Intervention Team (CCIT). The team is a community partnership with multiple agencies including the Board of Health and Fire Department. The primary objective is to promote communication and enhance the response of public and private agencies when summoned to intervene with individuals who are mentally ill, developmentally disabled or experiencing trauma in their lives. The Department sent multiple officers to receive this CCIT specialized training.
- The Department participated in First Responders "No-Shave November." Members of the Police Department took a pledge to grow a beard in support of Veterans & their families for November. The initiative benefited Project Home Base, a Red Sox Foundation and Massachusetts General Hospital Program.
- The Department participated in "Coffee with a Cop." The initiative brings police officers and community members together at various locations around Town to discuss issues and learn more about each other.
- The Needham Police Department, in collaboration with Needham Youth and Family Services, offered a week-long Junior Police Academy for rising 7th and 8th graders. This program was offered free of cost and was held at both the Pollard Middle School and the Needham Police Department. Students participated in K-9 demonstrations by the Norfolk County Sheriff's Department, a METROLEC SWAT presentation and obstacle course, and a tour of Gillette Stadium. Other activities included simulated traffic stops, recreated crime scenes, and handcuffing practice. In addition, students had the opportunity to meet multiple Needham Police Officers. At the end of the week, students and their families gathered at the Needham Police Department for a graduation ceremony and each student was presented with a graduation certificate by Chief Schlittler.

FY2019 Activity compared with recent years

Category	FY2017	FY2018	FY2019
Calls for Service	42217	48098	49027
Incident Reports	1514	1741	1425
Larceny	186	162	164
Vandalism	56	42	64
Breaking and Entering	9	15	11
Assaults	44	45	32
Drug Violations	31	36	28
Operating under the Influence	25	20	26
Adult Arrests and Complaints	281	354	287
Juvenile Arrests & Complaints	20	4	8
Traffic Violations	5529	5203	4897
Accidents Reported	456	463	424

The distribution of illicit drugs in Town continues to be a major concern of the police department. The Police Department was involved in several narcotic investigations which resulted in the arrest of several individuals. The offenses some of these individuals were charged with ranged from possession with intent to distribute marijuana to possession with intent to distribute heroin. The Police Department will continue to aggressively address the distribution of illegal narcotics through enforcement, education and community partnerships.

Department representatives attend quarterly Norfolk County meetings held by District Attorney Morrissey in an exchange of information and investigative techniques regarding the opioid crisis.

- The number of reported breaking and entering cases decreased from the previous fiscal year.
- Reported assaults decreased this year from 45 to 32.
- Adult arrests and complaints decreased from the previous year. Juvenile arrests and complaints increased.
- In FY2019 the Department received $12,950 in false alarm fees.
- To keep unwanted and expired prescription medication out of the hands of children, the Police Department participates in a prescription drug take-back program. Through a combination of a prescription drug disposal safe located in the police department lobby and a semi-annual drug take-back drive, the Department collected and safely disposed of 889 pounds of unwanted medication in FY2019.

Minuteman High School

Dr. Edward A. Bouquillon, Superintendent-Director

Grand Opening of the New Minuteman Regional Vocational High School (January, 2019 – November, 2019)

The Grand Opening and Ribbon Cutting Ceremony of the new $145 million Minuteman High School building on October 4 marked a pivotal and historic moment in the school's history, launching the next chapter of state-of-the-art college and career academy-style education for students to learn essential skills for school- and work-based environments for years to come.

It took a momentous effort over the past several years to arrive where we are today. Despite the many expected and unexpected challenges involved with opening a widely comprehensive career technical high school such as Minuteman, there were many stakeholders who were unyielding in their determination to succeed, including Superintendent-Director Dr. Edward A. Bouquillon and Mr. Ford Spalding, Dover representative to the Minuteman District School Committee and Chair of the Minuteman School Building Committee, who spearheaded the construction project.

At the forefront of the campaign for a new Minuteman for years was Dr. Bouquillon, who, like so many others associated with the school, is jubilant at the outcome – an architecturally stunning building with every amenity, one that fosters collaboration, provides a safe and secure environment, and will serve as a showplace where exceptional technical and academic learning is offered to Minuteman students for decades to come.

"We have all built a school that knows things change," Dr. Bouquillon said in his remarks to the audience at the October 4 ceremony. "We have built a school that unites the disciplines and promotes our commitment to deep integration of academics and high-quality career and technical education. We have built a school that lets us dream big and be brave. We have a place that gives us all a chance to answer the two critical questions we want our students to answer: What do I love to do, and what do I do well?"

"For those of you who have been with us since the beginning," Dr. Bouquillon added, "I thank you from the bottom of my heart."

The new Minuteman High School has been designed to support a robust college and career academy model. The academy model was adopted by staff and administration to create smaller "schools within a school" thereby promoting more personalized learning founded upon close relationships between students and teachers. The Minuteman college and career academy model integrates rigorous academics with relevant technical programming in occupational areas providing individual economic opportunity.

The new facility accommodates project-based learning across disciplines, requiring students to learn how to work on a diverse team, solve problems and think critically. These are essential 21st-century skills that students practice and apply in a variety of school and work-based environments.

As an accredited member of the New England Association of Schools & Colleges (NEASC), Minuteman inspires all students to attain their full potential, accelerate their learning, and become purposeful citizens in the global community.

Minuteman Superintendent Dr. Edward A. Bouquillon Semi-Finalist for 2019 National Superintendent of the Year

Dr. Edward A. Bouquillon, who has been Superintendent-Director of Minuteman High School since 2007, was named semi-finalist for the 2019 National Superintendent of the Year Award given by the National Association of School Superintendents (NASS).

The award criteria included encouraging the success of students and staff; creation of a safe learning environment; collaborating with family members and people in the community; acting in an ethical and exemplary manner, and displaying leadership.

In his nomination, Dr. Bouquillon was lauded for his leadership and accomplishments, and demonstrating inclusion, an open-minded process of working alongside constituencies and stakeholders, innovation, boldness, and thoughtful, dynamic leadership.

In 2018, Minuteman received the ultimate accolade from the U.S. Department of Education when it was named a National Blue Ribbon School. Minuteman was one of only three high schools in Massachusetts to be thus honored, and was the sole vocational school to earn this prestigious and coveted distinction.

Brian Crossman Named Middle School Teacher of the Year by MassTEC
On September 27, 2019, Mr. Brian Crossman received the Middle School Teacher of the Year Award from the Massachusetts Technology Education / Engineering Collaborative (MassTEC) during that organization's annual conference at Fitchburg State University.

Along with instructor Andrew Patenaude, he teaches engineering at R.J. Grey Junior High School in Acton. Mr. Crossman is actually employed by Minuteman High School in Lexington, and works at R.J. Grey as part of Minuteman's Middle School Outreach Partnership, which includes schools in Stow, Lancaster, and Bolton (Nashoba District), and R.J. Grey (Acton-Boxborough District).

Mr. Crossman attributes his success to a strict regimen of preparation, a knack for making the learning process enjoyable and memorable, and a taking the time to understand students' individualized needs when they are encountering difficulties. A key tenet of his philosophy is "make it fun and real." Mr. Crossman said, "I fool them into learning. I'm talking about the fun of discovery. Kids run to my class. That's a big pleasure."

Minuteman High School Students Participate in Youth Remodeling Career Day

A group of about 40 Minuteman students in the Electrical, Plumbing, Carpentry and Metal Fabrication programs at Minuteman participated in Youth Remodeling Career Day at the Bolton Fairgrounds in Lancaster, Mass., an event which allowed them to learn about careers in the remodeling industry and have mock interviews with experts. The hands-on, practical nature of

this endeavor made it especially valuable for the students, as did the chance for them to speak one-on-one with representatives from prominent companies specializing in all aspects of remodeling. Seventeen other schools took part as well.

About Minuteman:

Minuteman is an award-winning regional career and technical high school and continuing education institution that integrates robust academic and technical learning. As an accredited member of the New England Association of Schools & Colleges (NEASC), Minuteman challenges all students to aspire to their full potential, accelerate their learning, and achieve success in the 21st-century global community. Located in Lexington in a new state-of-the-art facility, Minuteman's member towns are Acton, Arlington, Bolton, Concord, Dover, Lancaster, Lexington, Needham, and Stow.

Needham Public Schools

NEEDHAM PUBLIC SCHOOLS 2018-2019

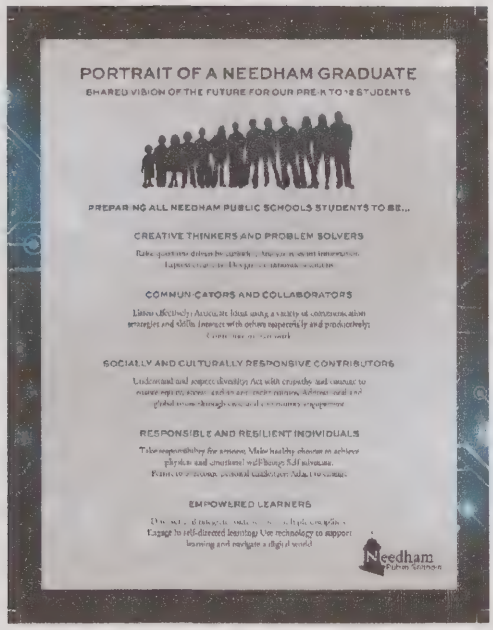
NEEDHAM SCHOOL COMMITTEE

Michael J. Greis, Chair
Connie S. Barr
Susan B. Neckes
Matthew J. Spengler
Andrea Longo Carter, Vice-Chair
Heidi C. Black
Aaron M. Pressman

NEEDHAM PUBLIC SCHOOLS DISTRICT MISSION, VALUES, AND GOALS

The core values of the Needham Public Schools are:
Scholarship, Community, Citizenship, and *Personal Growth*

Portrait of a Needham Graduate



PORTRAIT OF A NEEDHAM GRADUATE COMPETENCIES

Preparing all Needham Public Schools Students to be...

Creative Thinker and Problem Solvers

Raise questions driven by curiosity; Analyze relevant information; Express creativity; Design and innovate solutions

Communicators and Collaborators

Listen effectively; Articulate ideas using a variety of communication strategies and skills; Interact with others respectfully and productively; Contribute to teamwork

Socially and Culturally Responsive Contributors

Understand and respect diversity; Act with empathy and courage to ensure equity, access, and an anti-racist culture; Address local and global issues through civic and community engagement

Responsible and Resilient Individuals

Take responsibility for actions; Make healthy choices to achieve physical and emotional well-being; Self advocate; Persist to overcome personal challenges; Adapt to change

Empowered Learners

Discover and integrate content from multiple disciplines; Engage in self-directed learning; Use technology to support learning and navigate a digital world

The Schools

Needham has five elementary schools, one sixth grade school, one middle school (grades 7-8), and one high school. It has a strong reputation for academic excellence and also boasts a full range of co-curricular and out-of-school opportunities including after-school and summer services.

Needham is a long-standing member of METCO, a voluntary desegregation program that provides educational opportunities in suburban communities for Boston children. Needham is also a participant in The Education Cooperative (TEC) and ACCEPT Education Collaborative, consortiums of surrounding school districts that enables all of the communities to benefit from economies of scale in purchasing, as well as sharing in high-quality, cost-effective education services such as professional development, innovative programming, and Special Education services that would be impossible for a single community to provide by itself.

During the 2018-2019 school year Needham enrolled 5721 students in its five elementary schools (k-5), two middle schools (6-8), and one high school (9-12), including the Preschool program. Needham also placed 97 out of district students. The enrollment breaks down as follows:

Preschool	82
Elementary	2640
Middle School	1281
High School	1718
Out of District Special Education Placements	97

Performance Report

In September, the Needham Public Schools publishes a Performance Report, which is mailed to every Needham residence. The 2019 Performance Report offers factual information that highlights accomplishments and lays out challenges. It reflects the system's commitment to data-driven decision-making, honest communication, concern for the achievement of all students, and continuous improvement. The entire publication is available to view on the Needham Public Schools website under Reports: www.needham.k12.ma.us.

Preparing all Needham Public Schools students to be...

Creative Thinkers
And Problem Solvers

Communicators
And Collaborators

Socially And Culturally
Responsive Contributors

Responsible And Resilient
Individuals

Empowered Learners

Needham Public Schools

2019

PERFORMANCE REPORT

Needham Department of Health and Human Services

Timothy Muir McDonald, Director

The Needham Department of Health and Human Services (DHHS) is the umbrella organization for many direct services and prevention programs for Needham residents. The Department includes four divisions: Aging Services (located at the Center at the Heights); Public Health (at the Rosemary Recreation Complex); Youth and Family Services (at Town Hall); and Veterans Services (also at Town Hall).

Each of the divisions provides a wide range of programs which are described in the following pages. The establishment of DHHS in 2017 facilitated coordinated services and collaboration among the divisions. The collaborative services include:

- Safety at Home, a joint program of Public Health and Aging Services, was funded by the MetroWest Health Foundation to increase the ability of older adults to safely age in their own homes. The program provided home safety visits for residents age 60 or older and hosted educational events to reduce falls among older adults in Needham.

- Youth Mental Health First Aid, a training program conducted by Youth & Family Services and Public Health staff members. The program trained 75 adults, teaching how to identify and respond to adolescents and young adults who may be developing a mental health or substance use problem, and how to help the young people connect with appropriate care.

- With funding from the Metropolitan Area Planning Council, the Public Health worked closely with Aging Services social workers to create a one-year climate resiliency project for older adults. The project supported workshops and written material about how to prepare for extreme weather. The first of three workshops was held in FY2019 with two more planned for FY2020.

- The Aging Services and Public Health divisions have been working toward establishing Needham as an AARP Age-Friendly Community.

- DHHS divisions serve as leaders of two critical task forces: The Community Crisis Intervention Team and the Domestic Violence Action Committee.

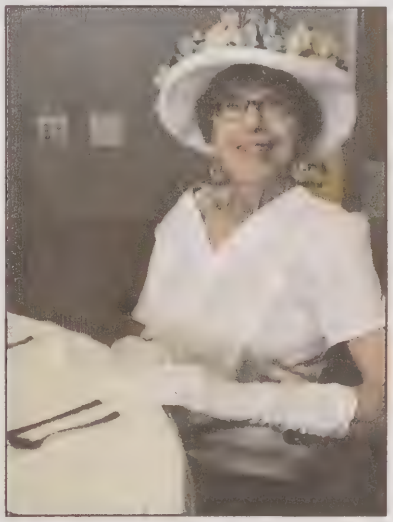
Aging Services Division

Council on Aging: *Colleen Schaller, Chair, Penny Grossman, MEd, MBA, Vice Chair, Ed Cosgrove, PhD, Gary Crossen, JD, Carol deLemos, MSW, Dan Goldberg, Helen Gregory, Susan Mullaney, Sandra Prinn, Lianne Reich, Mary Elizabeth Weadock, MSW, MS, One vacant position*

Division Staff: *LaTanya Steele, MPA, Director of Aging Services, Danielle Arenda, Administrative Assistant, Dylan Copley, Van Driver, Kerrie Cusack, MSW, LICSW, Social Worker, Steven DeCosta, Van Driver, Stacey Fallon, Administrative Office Support Specialist, Kathleen Grant, S.H.I.N.E. Assistant Program Coordinator, Stephane Grably, Transportation Program Coordinator, Aicha Kelley, Assistant Director of Programming and Transportation, Kristen Lindley, MSW, LCSW, Social Worker, Maryanne Messenger, Van Driver, Yustil Meija, Senior Custodian, Jessica Moss, MSW, LICSW, Assistant Director of Counseling and Volunteers, Katie Pissano, Program Assistant, Tom Watson, Van Driver, Kathy Worhach, S.H.I.N.E. Program Coordinator*

PURPOSE

Often referred to as The Needham Council on Aging, the Aging Services Division is located at the Center at the Heights (CATH) at 300 Hillside Avenue. The Aging Services Division provides services to Needham residents aged 60 and older, and their families. The Division is governed by the 12-member Council on Aging appointed by the Select Board. Aging Services also receives support and feedback from an advisory board comprised of participants in programs at CATH.



Julia Ruth House Annual Harvest Tea

The mission of Aging Services is to respond to the needs of Needham's older residents' by providing a welcoming, inclusive, and safe environment with programs, services, and resources that enhance their quality of life and provide opportunities for growth. The Center at the Heights serves as a focal point for supporting aging in the community.

In addition to the funding provided by the Town of Needham, Aging Services also receives funding from the Massachusetts Executive Office of Elder Affairs, the Friends of Needham Elderly, private donations, and grants. Programs and services offered at the Center at the Heights include: Social work staff who provide comprehensive case management, counseling, and support; daily meals; health benefits counseling; creative and social classes; special events and trips; outreach and home safety assessments; transportation; entertainment; information and referral; educational programs; fitness center; health and wellness; and volunteer opportunities.

Program Highlights

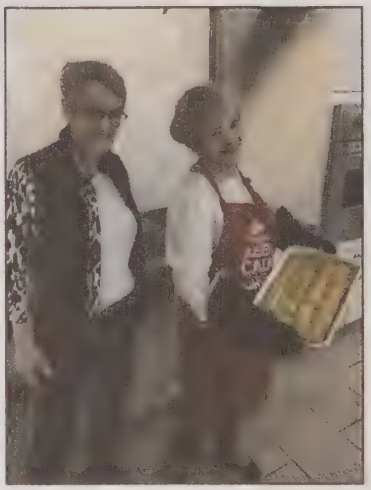
- In FY2019, every household in Needham with a resident 60 years or older began receiving the *Compass* bi-monthly newsletter for free.

- In response to a survey in 2018, Aging Services added programs focusing on technology, improving brain health, history, legal clinics, and a finance clinic.

- New community partnerships have led to programing in physical therapy, fall prevention, hearing and vision screenings, Reiki, meditation, an onsite mammography clinic, diabetic shoe clinics, and hearing aid repair clinics.

- Social work staff conduct fall prevention services as part of a new initiative in Needham. The Safety at Home program offers information, resources, and practical suggestions to help elders age in place and continue to live safely in their homes.

- New destinations have been added to the CATH trips, including, the Commonwealth Museum, Museum of Fine Arts, Boston Public Library, Massachusetts State House, Blue Hills Observatory, Encore Casino, DeCordova Museum, MBTA Training Site, and new shopping destinations.



Nikki Stournara's Greek Cooking Class, from West River Hospice

- New intergenerational programs include Bridge the Gap (generations at play) and intergenerational dinners with Youth and Family Services.

- Bullying prevention work included psychoeducational programming offered by the social work staff; and a partnership with Jewish Family and Children Services to hold forums with staff and participants to listen and learn how to make CATH a warm, welcoming, and accepting place.

- Aging Services developed a new program entitled, CATH Comfort Crew. This new program is for individuals and families who are impacted by Dementia. The program will be designed to create a safe space for individuals with Dementia and their loved ones to enjoy social, recreational, and educational activities together.

- SHINE volunteer counselors (Serving the Health Insurance Needs of Everyone on Medicare) served 954 Needham residents in FY19.

- Aging Services was supported by 88 volunteers in FY19 who logged in approximately 8,306 hours. Volunteers provide vital support to CATH staffing the front desk and gift shop, food preparation and service, administrative support, and assisting with special events. CATH volunteers ranged in age from 15-93 years old.

- Social workers began offering evening office hours in FY19, thanks to funding from the MetroWest Health Foundation.

- Aging Services became a certified application site for the Fuel Assistance Program.

- To meet increasing demand and unfilled transportation needs, Aging Services added services including a new loop around town for older adults and rides to after-hours programs. Two vehicles were added to the Aging Services fleet.

One of the new Aging Services vehicles

Needham Public Health Division

Board of Health:
Edward Cosgrove, PhD, Chair
Stephen Epstein, MD, MPP, Member
Kathleen Ward Brown, ScD, Vice Chair
Christina S. Mathews, MPH, Member
Robert A. Partridge, MD, MPH, Member

Public Health Staff:
Timothy Muir McDonald, MPA,
Director of Health and Human Services
Tara Gurge, R.S., MS.,
Assistant Director of Public Health
Diana Acosta, MPH, Environmental Health Agent
Rachael Cain, MPH, DrPH, Public Health Specialist
Donna Carmichael, R.N., Public Health Nurse
Catherine Delano, MPH, LCSW,
Sr Substance Use Prevention Program Coord
Monica DeWinter, MPH,
Substance Use Prevention Support Assistant
Maryanne Dinell, Traveling Meals Coordinator
Maureen Doherty, Program Support Assistant
Kerry Dunnell, MSW, Special Project Support
Monica Pancare, Environmental Health Agent
Karen Mullen, MBA, Substance Abuse Coordinator
Rebecca Ping, MS,
Emergency Management Administrator
Carol Read, M.Ed., CAGS,
Sr. Substance Use Prevention Program Coord
Lynn Schoeff, M.Ed., Accreditation Coordinator
and Special Project Support
Karen Shannon, CPS, Senior Substance Use
Prevention Program Coordinator (September 2020)
Dawn Stiller, Administrative Analyst
Tiffany Zike, R.N., MPH, Public Health Nurse

PURPOSE

The Needham Public Health Division enforces state and local public health and environmental regulations. The Public Health Division serves as the local arm of both the Massachusetts Department of Public Health and the Massachusetts Department of Environmental Protection and has the legal authority to set policies and make regulations to protect the public and environmental health. The Division is also responsible for disease prevention and control, health and environmental protection, and promoting a healthy community. This includes protecting the public health and social well-being of all Needham's residents, especially the most vulnerable.

The Board of Health, which oversees the work of the Public Health Division, expanded from three to five members during FY19.

In November 2018, the Public Health Division moved to wonderful new quarters at the Rosemary Recreation Center.

Environmental Health

The highest priority of the Environmental Health Unit is to protect the public's health through implementation and enforcement of State and Federal regulations and local laws to assure compliance with environmental health and safety standards. The Environmental Health team enforces regulations enacted by the Needham Board of Health, the MA Department of Public Health, the MA Department of Environmental Protection regulations, Right-to-Know laws, and the US Food and Drug Administration (FDA). The Environmental Health team monitors and regulates a wide range of business establishments, facilities, and activities: food service; tobacco sales; residential housing; construction activities (demolition, septic and well installation); waste hauling; bodywork; public and semi-public swimming pools; and many other activities. The team licenses mobile food vendors and conduct inspections of temporary outdoor food events. Environmental health agents work closely with MA departments (Public Health, Professional Licensure, and Environmental Protection) and with other Town departments, especially Building, Public Works, Water & Sewer, Police, Fire, and Animal Control.

Restaurant inspection

Program Highlights

- Accomplished several aspects of the FDA Voluntary National Retail Food Regulatory Program: Needham adopted the 2013 FDA Food Code after years of using the 1999 version. To set a firm foundation, the Environmental Health team provided education and worked closely with members of the food establishment industry in Needham to maximize compliance and enforcement.

- Adopted an electronic food inspection system which offers clearer feedback to restaurant managers about how to improve their establishments.

- With Public Health Nursing, developed a standard operating procedure and shared database to ensure coordinated response to foodborne illness outbreaks.

- Seminars offered to all food establishment owners and managers were well-attended and focused on how to address the most common factors for foodborne illness prevention.

- In FY2019, conducted 1,049 inspections, reviews, and responses to complaints; 408 licenses and permits were issued.

For FY2020, the Environmental Health unit is looking forward to implementing online permit applications and payments, and to creating a food establishment inspection grading system.

Public Health Nursing

Public Health Nursing provides education, advocacy, health tracking, and health promotion for the Town of Needham. Some of the roles provided include investigation of communicable diseases, advocacy for the needs of residents and employees, education and prevention about health topics,

screenings, and immunizations. Public Health nurses also assist eligible Needham residents to get some public assistance. Highlights from fiscal year 2019 include:

- The immunization program saw a significant increase from FY2018 to FY2019. The influenza immunization increased from 522 doses administered in FY2018 to 712 in FY2019. And, through education and outreach there was an increase in other immunizations such as childhood vaccinations and B12.

- The Domestic Violence Action Committee, co-chaired by Public Health Nursing and Needham Police, held a donation drive for a local community partner and filmed an educational series on domestic violence prevention for the Needham cable channel.

- Co-host a Red Cross blood drive with Emergency Management. The event brought in 34 donations (surpassing its goal of 25) which can save up to 84 lives.

- Began a Narcan training program for the Needham Free Library and some community groups.

- Hosted the first meet-and-greet for the Medical Reserve Corps (MRC). This event included orienting MRC members to emergency plans and available training opportunities.

Needham Blood Drive

Mother's Day donation drive for DVAC

Substance Use Prevention

The Needham Public Health Division has three programs focused on substance use prevention:

The Substance Prevention Alliance of Needham (SPAN) uses a collaborative, community-based, and data-driven approach to reduce the use of alcohol, marijuana, and other drugs among Needham youth. Through community education, partnership, and strategic action, SPAN works to decrease risk and increase the protective factors associated with substance use, to enhance the health and safety of Needham's youth. Among the many organized events in fiscal year 2019 were:

- SPAN collaborated with Beth Israel Deaconess Hospital Needham (BID-N) to bring a second medication disposal kiosk to Needham. The kiosk will assist in the fight against the opioid epidemic and promote medical safety and environmental protection.

- On July 1, 2019, the Needham Board of Health banned the sale of all flavored tobacco products, including e-cigarettes and including menthol cigarettes. This ban pre-dated Governor Charlie Baker's enactment of the law to ban flavored tobacco products.

- SPAN sponsored, *Schooling and Juuling*, a presentation on Needham youth use of electronic cigarettes. The presentation was offered in conjunction with an interactive exhibit, *Hidden in Plain Sight*, which recreates a teenager's bedroom with many signs of possible risky behaviors.

SALSA – Students Advocation for Life without Substance Abuse is a club at Needham High School that trains older students about the dangers of substance use and develops their abilities as peer educators. The SALSA peer leaders present to 8th grade students in the Pollard Middle School, not only about substance use, but also about how to resist peer pressure in social settings.
Highlights include:

SALSA peer leaders received $1,500 from the Norfolk County District Attorney's office for their achievements in prevention.

- SALSA members participated in the Norfolk County District Attorney's Leadership Training Programs where they won the 2019 annual *Team Rival* competition.

- The students were also recognized for completing the most prevention community service hours in Norfolk County.

Substance Abuse Prevention Collaborative (SAPC) is grant-funded to support a five-town effort to prevent underage alcohol use. Needham Public Health is the lead agency working with Dedham, Norwood and Westwood to implement strategies to reduce underage access to alcohol and to enhance road safety. Among the FY19 highlights was:

- Police and public health staff in the four towns were certified as trainers of *Training for Intervention Procedures* (TIPS). TIPS focuses on preventing sales underage people and preventing overserving and intoxication, thereby enhancing road safety.

- *AlcoholEdu*, an on-line curriculum about the dangers of underage alcohol use, was used by 454 Needham students. The interactive modules teach refusal skills in the context of realistic scenarios.

Traveling Meals Program

Since its inception in 1977, hundreds of Needham residents have been able to live in their homes longer with the service provided by the Traveling Meals Program. Meals are prepared by Beth Israel Deaconess Needham Hospital and volunteers deliver meals to participants' homes. The volunteers often provide safety checks as they visit the homebound clients.

- Well over 7,000 two-meal packages were delivered during FY2019.
- Program costs were subsidized by over $2,600 in donations.

Veterans Services Division

Sarada Kalpee, Director of the West Suburban Veterans District
William Topham, Care of Graves

PURPOSE

The essential function of the Veterans Service Officer is to manage the benefits available to eligible veterans (those who have served during wartime) and their dependents. This includes benefits from the Massachusetts Department of Veteran Services and the US Department of Veterans Affairs. The Veterans Services Officer assists veterans to obtain their benefits, to identify available federal, state, and local programs, and to refer veterans for employment, training, housing, and medical care.

WEST SUBURBAN VETERANS DISTRICT

The West Suburban Veterans Services District includes the towns of Needham, Wayland, Wellesley, and Weston. Although the main office is in the Wellesley Town Hall, there are satellite offices in each town. Office hours for Needham are every other Monday from 10:00-5:00 and every Thursday from 12:30-6:00 at Town Hall, and every Thursday from 9:30-12:00 at the Center at the Heights. Veterans and their families can call the Wellesley office for information or to schedule an appointment. The Veterans Services Board of Directors has four members with one designee from each community.

Youth and Family Services

Youth Commission: *Julie Stevens, Chair, Kevin Keane, Vice Chair, Adrienne Anderson, David Bookston, Karen Mullen, Annie Stein, Susan Patkin, MSW, LICSW, Joshua Tuttelman*

Department Staff: *Sara Shine, MSW, LICSW, Director, Emily Ambeau, MSW, LCSW, Ben Aronson, MA, LMHC, Katy Colthart, MSW, LICSW, Kristin Scoble, Carolyn Tracey, MS, LMHC, Caitlin White, MSW, LICSW*

PURPOSE

The mission of Needham Youth & Family Services is to provide leadership for a community focus on youth and family issues and to promote community wellness. Youth & Family Services (YFS) is a mental health resource offering confidential clinical services and programs to children, adolescents, and families.

FY2019 Highlights

- The masters-level clinicians at YFS provided individual and family counseling services to 96 Needham residents in FY19.

- YFS provided group counseling, with some groups meeting in schools. The groups address topics such as: changing families; stress; self-esteem; bullying; friendship; social skills; and drugs and alcohol. Of special note was the "Extreme Looks" program, a four-day mind-body-spirit group for teen girls. This past year 15 different groups were offered.

- The VIP (Valuable Interactions among Peers) and the Peer Tutor programs matched high school students as role models or tutors with other youth. There were 61 pairs of students in these two supportive programs.

- This was the 19th year for *Needham Unplugged*, a campaign to remind families to unplug their electronics. The program included a calendar filled with activities emphasizing person-to-person interaction. The centerpiece of this year's Unplugged was the no-homework, no sports, and no-meeting night for the Needham Public Schools. There were no town meetings and virtually no civic, religious, or community meetings in Needham that evening.

- Make A Statement Day was created to promote diversity, acceptance, and understanding among Needham High School students and staff. The event creates an opportunity to communicate about issues of importance to the High School community. In FY19, the program had school-wide participation with over 1,000 students participating to create a mural of puzzle pieces.

- Volunteers Around Needham offered teens team community service projects at Town departments and community organizations.

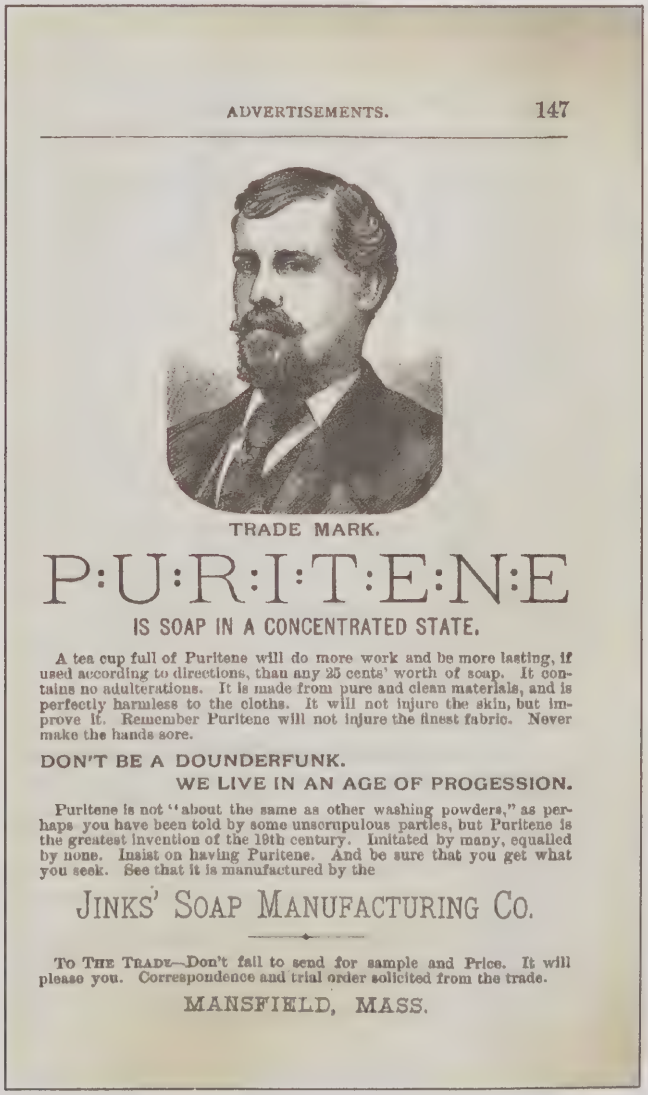
- Thanks to the generous support of the Needham Community Council, YFS expanded the program to include the April 2019 school vacation. Participants provided more than 432 hours of volunteer services during the summer and 100 hours in April.

- Needham Youth & Family Services provided many trainings in FY19. Topics included babysitter training, internet safety for 6th grade students, sexual harassment, media impact on perceptions of gender stereotypes and self-esteem, and teen dating violence. There were 1,162 students who participated over 75 workshops.

- The Patrick and Patricia Forde Good Person Memorial award is meant to honor someone who helps to make Needham a better place to live through their volunteer work. In 2019, Bill Earl and Peter Mesnik received the award for their volunteer work with the students in the Robotics Club.

Bill Earl (Forde Award recipient), Sara Shine (YFS Director), Hans Bat (Robotics Club chair), and Peter Mesnik (Forde Award recipient

Volunteers cleaning a playground



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DEPARTMENT OF PUBLIC WORKS

Richard Merson, Director of Public Works
Robert A. Lewis, Assistant Director of Public Works
Anthony L. DelGaizo, Town Engineer
Carys Lustig, Director of Finance & Administration for Public Services
Barry Dulong, Director of Building Maintenance
Rhainhardt F. Hoyland, Highway Superintendent
Edward Olsen, Parks & Forestry Superintendent`
Greg M. Smith, Solid Waste & Recycling Superintendent
Sean Harrington, Water, Sewer & Drain Superintendent
John P. Regan, Fleet Supervisor

PURPOSE

The Department of Public Works promotes programs necessary for asset management and the preservation of infrastructure in order to provide for the health, safety, welfare, and convenience expected by the community for a high standard of living and good quality of life. The function of Public Works includes rendering services to all citizens in the areas of highway maintenance and construction; removing snow; supplying and distributing water; constructing and maintaining sewer and storm water; solid waste disposal and recycling; routine daily maintenance, construction, energy management, and custodial care of all Town and School buildings; and parks and forestry maintenance. The Department provides its own administration, engineering, and equipment maintenance.

FY2019 HIGHLIGHTS

DPW Admin

In FY2019, the Administrative Division continued to improve and update the Department's public outreach by utilizing social media with its mascot "Munici-Pup". The division made a concentrated effort to update its website so it is easier to access and has relevant information for residents. The Town also applied and received grant funding to conduct a prioritization plan for Complete Streets funding. This includes creating a list of projects that meet the Town's Complete Streets Policy for connectivity and multimodality travel. The division also began preparing for Green Communities designation by creating an Energy Reduction Plan.

Engineering Division

In FY2019, the Engineering Division completed the construction of the First Avenue and Highland Avenue traffic intersection. They also completed construction of a 16 inch water main on Oak Street and Marked Tree Road, completed the design of the rapid flashing beacons for pedestrian cross areas, as well as completed the design and permitting for the removal of sediment at Rosemary Lake.

The construction of the sewer extension on Winding River Road continued in FY19. Repair work on the brooks and culverts at Rosemary continued as well.

HIGHWAY DIVISION

The Highway Division is responsible for the maintenance, repair, and upkeep of all town roads, sidewalks, street signs, and surface drainage systems to continue providing safe vehicular and pedestrian traffic. Activities performed include:

- Street sweeping
- Street and sidewalk crack sealing, resurfacing, and repair
- Installation and repair of curbing
- Winter Operations (snow removal, salting, and sanding)
- Installation and replacement of worn, damaged, or non-compliant street signs, guardrails, traffic control signs, and pavement markings.

Highway Infrastructure Improvements		
Type	**Volume**	**Unit**
Asphalt Paving	72,635	Square Yard
Rubberized Crack-Seal	13,043	Gallons
Repaired Grass Berm	5.1	Miles
Installed Granite Curbing	2.9	Miles
Handicapped Ramps	39	Each
Asphalt Curbing	3.7	Miles

The Highway Division also develops and manages long range plans for networks of roads to maintain and rehabilitate roads that includes yearly crack sealing, surface treatments, and regular patching repair in a cost-effective manner to preserve the lifecycle of roads in Needham. The Highway Division provides support to other Town agencies. In FY19, numerous roadways were surface treated and rehabilitated. The largest roadway rehabilitation project was Central Avenue from Great Plain Avenue to Hunnewell Street, including the installation of granite curbing, sidewalks, and new signs and traffic markings defining the school zone and bike lanes.

Water, Sewer, and Drains Division

In FY19, the Water Division continued their ongoing Meter Replacement Program. The purpose of this program is to improve the efficiency of meter reading and water billing and to increase the quality of customer service. This program reduces inaccurate meters and estimated readings. The Water Division maintains and repairs all water infrastructures within the town. This includes hydrants, water mains, and services.

Water, Sewer, & Drain Infrastructure Improvements		
Type	Volume	Unit
Water Pipe Leaks Repaired	19	Incidents
Replaced Residential/Municipal/Condo Water Meters	1495	Meters
Replaced Commercial Water Meters	190	Meters
New Fire Hydrants Installed	12	Each
Replaced Lead Goose Necks on Water Service Lines	92	Each
Repairs to Catch Basins & Drain Manholes	33	Each
Camera & Flush Sewer Mains	163,564	Feet
Camera & Flush Drain Lines	91,752	Feet

Recycling & Transfer Station Division

The RTS team in FY19 supported DPW during the construction of Jack Cogswell building. They also moved a very large pile of unscreened earth from the compost area to provide space for the storm water detention basin. The RTS conducted building improvements to improve operational capabilities for equipment maintenance and safety in the Transfer Station Building. The road around the land fill was regraded with crushed stone repurposed from the blasted ledge during the construction of the Jack Cogswell Building. The RTS disposed of 7054.88 tons of municipal solid waste at Wheelabrator.

Compost/Organics	
Type	Tons
Yard Waste	1009.71
Food Waste	1189.2
Total	**2198.91**

Recycling Totals	
Type	Tons
Newspaper & Mixed Paper	1200.22
Comingle Containers	720.94
Cardboard	385.68
Single Stream	240.95
Total	**2547.79**

Fleet Division

Fleet is a support division for all Public Works divisions and other Town Departments as needed and is responsible for the maintenance of over 200 vehicles and pieces of equipment. Some examples of in-house maintenance provided by the Fleet Division include lube jobs, oil and filter changes, tire maintenance (rotating, mounting, and balancing), brake pad and rotor replacements, and diagnosing vehicle warning indicators. Staff also prepare and make necessary repairs to snow & ice equipment.

Parks & Forestry Division

In April 2019, the Forestry Division held a successful Arbor Day celebration with several second-grade classes at the Hillside School. The Parks & Forestry Division celebrated at the Newman Schools with the entire school. The Forestry Department discussed with students, the importance of trees for the environment and the natural resources they provide. Students participated in a hands-on activity, learning how to plant a young tree sapling. At the completion of the presentation, students took home their own tree seedling.

Parks & Forestry Improvements		
Type	**Volume**	**Unit**
Tree Removals & Stumping	132	Trees
Tree Pruning Work	1,433	Hours
Roadside Brush Removal & Flail Mowing	1,988	Hours
Tree Plantings – Arbor Day	400	Seedling
Tree Plantings – Streets & Parks	89	Trees
Tree Plantings - Nursery	82	Trees
Over-seeding of Fields	90	Acres
Diamond Work	1,396	Hours
Mowing	3,868	Hours

Building Maintenance

In FY2019, the Building Maintenance Division started upgrades on both gyms at the Pollard Middle School. They continued flooring replacements throughout Town, including at the Pollard, Eliot, and High School. The Division replaced the seating and lighting in the auditorium of the High School. They replaced the boiler at the Library to a more efficient boiler.

As part of their routine maintenance, the Division completed yearly duct cleaning at the High Rock, Mitchell, PSAB, and CATH and completed wood floor refinishing throughout the Town.

The Division also undertook major roof repairs to the Emery Grover and major HVAC repairs at multiple locations, including the Eliot, Broadmeadow, High School, and the Public Safety Building. The Division is also responsible for the exterior of the buildings and provided repairs to the concrete stairway at the Library and repainted the back exterior of the Pollard. The Division completed major electrical upgrades at the Pollard and completed numerous plumbing repairs throughout the Town. They replaced carpet and completed HVAC repairs to the IT room at the PSAB. The Division repaired the modular stairs at the Pollard. They repaired masonry work and renovated office spaces at the Emery Grover.

BUILDING DESIGN AND CONSTRUCTION DEPARTMENT

PERMANENT PUBLIC BUILDING COMMITTEE

George Kent, Chairman
Stuart Chandler
Richard Creem
Natasha Espada
Roy Schifilliti
Irwin Silverstein
Gene Voloshin

DEPARTMENT STAFF

Steven Popper, Director of Design & Construction
Hank Haff, Senior Project Manager
Ken Sargent, Senior Project Manager
Michael Retzky, Project Manager
Stephen Gentile, Project Manager
Kathryn Copley, Administrative Specialist

PURPOSE

The Building Design and Construction Department provides support for the Permanent Public Building Committee (PPBC) and helps advise and support the Town Manager on Facility construction, planning and operational needs. Town owned building projects with a total cost of $500,000 or more that involve construction, reconstruction, enlargement, or alteration are assigned to PPBC to oversee, unless the Committee defers jurisdiction in the instance where a project includes little or no actual building construction, or where there are extenuating circumstances as to the nature of the project.

The Permanent Public Building Committee ("PPBC") was formed in June 1996 with seven members who were appointed to be responsible for overseeing the construction, reconstruction, enlargement, or alteration to buildings owned by the Town or constructed on land owned, leased or operated by the Town having a total project cost of $500,000 or more. The PPBC is responsible for working with the individual user agencies as the need for a project, and/or a feasibility study, becomes established.

In 1998 the Town hired a Building Construction and Renovation Manager to work on the projects. In 2006 this position was restructured under the Public Facilities Department umbrella - Construction Division as the Director of Design and Construction. The department was renamed at the May 2018 Annual Town Meeting the Building Design and Construction Department. There are currently four project managers on the staff. State Laws now require all Towns and awarding authorities to appoint Owners Project Managers (OPM) for all construction projects over $1.5 million. The staff in this Department fulfills this requirement as the Employee OPMs on Town projects.

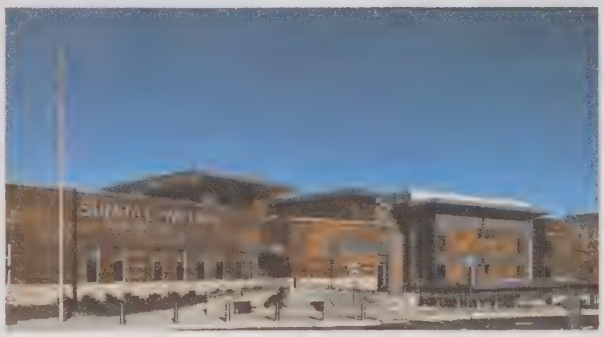
FY2019 HIGHLIGHTS

The following is a summary of completed or ongoing projects the PPBC has supervised during the 2019 fiscal year (July 2018 to June 2019). These projects were initiated during the period of 2013 thru 2019 fiscal years.

Project Name:	**Sunita L. Williams (Hillside) Elementary School**
Project Status:	Ongoing
Authorization:	$58,824,351
Budget Status:	On Budget
Architect:	Dore & Whittier Architects, Inc.

Owners Project Mgr.: Building Design & Construction Dept.
Daedalus Projects Inc.

Contractors: Site Preparation - P.M. Zilioli, Inc.
Building Demolition - Green Environmental, Inc.
Construction - Bacon Construction Co., Inc.



- At the November 2013 Special Town Meeting, Article 2: Appropriate for Feasibility Study/Hillside School, was approved in the amount of $650,000.
- Additional design funds in the amount of $45,000 were authorized at the November 2015 Special Town Meeting with the approval of Article 12.
- Authorization of construction funds in the amount of $57.542 million occurred at the Special Town Meeting in October 2016 with the approval of Article 2 and the override vote in November 2016.

A statement of interest was submitted to the MSBA in April 2013. The MSBA agreed to partner with the Town for this project at the reimbursement rate of 32.47% of the Eligible Project Costs. The project was approved for the eligible school projects by MSBA in December 2013. Certifications were compiled during the spring for submission for Feasibility Study approval.

The Town's Building Design and Construction Department, acting as OPM, was approved by the MSBA for the Feasibility Study in the fall of 2014, and the architect, Dore & Whittier Architects, Inc. was selected through Designer Selection with the MSBA in March 2015.

The study has been in process and has gone through all stages of design required by the MSBA. The Preliminary Design Program (PDP) which studied over twenty potential sites in Town and was narrowed down to nine sites on June 1, 2015.

At the November 2015 Special Town Meeting, Article 13: Appropriate for Property Acquisition was approved. The Town purchased the Owens Poultry Farm along with several houses. P.M. Zilioli, Inc. was awarded a contract for site preparation to remediate and remove unauthorized fill and soil contaminated with poultry grease in April 2016 from the property. The site preparation and remediation was substantially complete in June 2016. Demolition of the buildings started in the fall of 2016 and was finished in December 2016, except for 609 Central Avenue and 45 Sunset Road which would be used in lieu of contractor trailers.

The Preferred Schematic Report (PSR), which recommended a single site (the former Owens Poultry Farm), was submitted in December 2015 and was approved by the MSBA Board in January 2016. Schematic Design was submitted in June 2016 for MSBA Board approval in July 2016. A debt exclusion override for Construction Funds was approved by the Town in November 2016.

The Project Funding Agreement was approved by the MSBA in October 2016. Design Development documents were submitted in February 2017, 60% Construction Documents were

submitted to the MSBA in May 2017.

Milestone documents are posted on the Needham School Department website. Needham School Committee voted unanimously on June 6, 2017 to name the new school on Central Avenue the Sunita L. Williams Elementary School.

The prequalification process for the General Contractors and Filed Sub Bidders was started in June 2017. The bid documents were available in August 2017 and the contract was awarded to Bacon Construction Co., Inc. in September 2017. The ground breaking for the construction occurred in November 2017. The new school is expected to be finished in August 2019 for the start of the 2019-2020 school year. Construction is underway and anticipated to reach substantial completion in July 2019. The school is scheduled to open in September of 2019.

The new building will be LEED Silver rated and was designed to be "solar ready". The PPBC authorized a study to install rooftop Solar PV in June 2017. The study indicated the ability to install about 160kW of rooftop PV panels which will provide about 40% of the school's electric power needs each year. The PPBC approved the production of Construction Documents in November 2017 and favorable bids were received in June 2018. The contract was awarded to Wayne J. Griffin Electrical, Inc. in July 2018. The PV array was installed in the spring of 2019 once the roof was ready at the new school. The PV array will aid in securing the LEED Silver rating, enhance the sustainable qualities of the school, reduce the future operating costs and provide educational opportunities for the students.

Project Name:	**Rosemary Recreation Complex**
Project Status:	Complete
Authorization:	$16,800,000
Budget Status:	On Budget
Architect:	Bargmann Hendrie & Archetype
Owners Project Mgr.:	Building Design & Construction Dept.
Contractor:	G&R Construction, Inc.

- At the May 2015 Annual Town Meeting, Article 30: Appropriate for Rosemary Pool for design and engineering, was approved in the amount of $450,000, from Community Preservation Act funding.
- At the May 2016 Annual Town Meeting, Article 40: Appropriate for Rosemary Recreation Complex design, was approved in the amount of $550,000 for the second phase of the design.
- At the May 2017 Annual Town Meeting, Article 33: Appropriate for CPA Project – Rosemary Recreation Complex, was approved in the amount of $15,800,000.

Bargmann Hendrie & Archetype was selected through the Designer Selection process in July 2015. Further design funds were appropriated at the May 2016 Annual Town Meeting and the architect continued with the design development and construction document phase.

The facility had been closed in 2017 due to the expiration of the existing DEP permits. It was anticipated that the facility could be reconstructed in the remaining portion of 2017 and early 2018 and open for the 2018 season.

Prequalification of the General Contractors and Filed Sub Bidders was completed in December and January and the project went out to bid in March 2017. G&R Construction, Inc. was the low bidder and awarded the contract. Construction funds were appropriated at the May 2017 Annual Town Meeting. Construction started in May 2017 and was anticipated to reach substantial completion July 2018, however substantial completion was pushed out due to several issues (installation of the ballast slab, harsh winter weather conditions).

The Temporary Certificate of Occupancy was received in August 2018. The pool was opened on August 11, 2018 for a two-week period. The Park and Recreation Department and the Health Department moved into the building. The final Certificate of Occupancy was received in October 2018 and punch list work to the pool operating system continue to be finalized.

Project Name:	**Public Safety Complex & Fire Station #2**
Project Status:	Ongoing
Authorization:	$70,385,000
Budget Status:	On Budget
Architect:	Kaestle Boos Associates, Inc.
Owners Project Mgr.:	Building Design & Construction Dept.
Contractor (CMR):	Consigli Construction Co., Inc.

- At the November 2015 Special Town Meeting, Article 10: Appropriate for Fire Station 2 Feasibility Study, was approved in the amount of $50,000.
- At the February 2016 Special Town Meeting, Article 3: Appropriate for Police/Fire Station 1 Feasibility Study, was approved in the amount of $90,000.
- At the May 2017 Annual Town Meeting, Article 40: Appropriate for Public Safety Complex/Fire Station 2 Design, was approved in the amount of $250,000.
- At the October 2017 Special Town Meeting, Article 10: Appropriate for Public Safety Complex/Fire Station 2 Design, was approved in the amount of $3,750,000.
- At the October 2018 Special Town Meeting, Article 10: Appropriate for Public Safety Buildings

Construction was approved in the amount of $66,245,000.

The architect, Kaestle Boos Associates, Inc. was selected through the Designer Selection process in April 2016 to conduct the feasibility studies for the Public Safety Building on Chestnut Street and Fire Station #2 on Highland Avenue/Webster Street. The two studies were conducted together and included a review of the operational needs of both police and fire departments, assessments of the facilities and space needs, study of demolition, rebuilding and phasing of the projects and cost estimates of various options.

Schematic Design funds were appropriated at the May 2017 ATM. A preliminary estimate for completion of the project will be developed. At the October 2017 Special Town Meeting funds were approved in the amount of $3,750,000 for Design Development/Construction Documents.

Because of the complexity of the phased project and accelerated schedule, the use of Construction Management at Risk (CMR) was chosen and the application was submitted and approved by the Office of the Inspector General. Prequalified CMR firms were invited to submit proposals and Consigli Construction Co., Inc. was awarded the contract as CMR in January 2018.

Construction funding was requested and approved at the October 2018 Special Town Meeting subject to a successful debt exclusion override on the November 6, 2018 ballot. The override passed.

The bids from Prequalified Filed Sub Bidders were received in December 2018. The final Guaranteed Maximum Price for Consigli Construction was completed in January 2019.

The Public Safety Complex, consisting of the Fire and Police Headquarters, on Chestnut Street is being constructed in two phases. The first phase is construction of the new Fire Station and the second phase is the demolition of the old Fire/Police Station and construction of the new Police Station. Once the new Fire Station is complete the fire department will move into the new Fire Station and the police department will move in temporary facilities being constructed at the Hillside School site. Thus, the old building will be demolished, and the new Police Station will be built. A new communications system in support of police and fire dispatch is part of the overall project. The demolition and reconstruction of Fire Station #2 on Highland Avenue will occur within the same overall time frame with operations relocated to temporary facilities being constructed at the Hillside School site.

The start of Phase 1 construction on the new Fire Station on Chestnut Street began in March 2019 with the demolition of the buildings at 43 Lincoln Street and 66 Chestnut Street. Temporary swing space is being designed for the Hillside Elementary School site for the Phase 2 Police Station portion of construction and for the Fire Station #2 construction. It is anticipated that the Fire Station #2 staff will move into the temporary facility in the latter part of 2019.

Project Name:	**Memorial Park Building and Grounds**
Project Status:	On Going
Authorization:	$6,675,000
Budget Status:	On Budget
Architect:	Winter Street Architects, Inc.
Owners Project Mgr.:	Building Design & Construction Dept.

Contractor: G&R Construction, Inc.

- At the May 2016 Annual Town Meeting, Article 43: Appropriate for General Fund Cash Capital -Memorial Park Bldg. & Grounds Feasibility Study was approved in the amount of $50,000.
- At the May 2017 Annual Town Meeting, Article 46: Appropriate for Memorial Park Improvements Design was approved in the amount of $375,000.
- At the May 2018 Annual Town Meeting, Article 30: Appropriate for Memorial Park Bldg. Construction was approved in the amount of $6,250,000.

The goal of the feasibility study was to provide a full review of the building and grounds and lead to recommendations for either renovations or reconstruction to meet current needs.

The architect, Winter Street Architects, Inc., was selected through the Designer Selection Process in the September 2016. The Memorial Park Trustees were involved in the study. The report was finalized in May 2017 and included a feasibility study summary including: existing building conditions report, building program (11,200sf), preliminary site plan with recommended setbacks from the property line, first and second floor plans and some preliminary massing model studies. A complete reconstruction of the building was recommended. The reconstructed building would be handicapped accessible.

Construction documents were completed in the spring of 2018, and the project went out to bid in April 2018. Bids were received on May 8, 2018 right after the Annual Town Meeting. G&R Construction, Inc. was awarded the construction contract. Construction started July 6, 2018 and was anticipated to reach substantial completion in June of 2019. However due to weather constraints the building was not fully completed in June 2019 and a temporary certificate of occupancy was obtained in order for the lower level to be used for the 2019 July 4th celebration. The updated substantial completion date is scheduled for September 2019.

Project Name: **High School Classroom Expansion**

Project Status:	Substantially Complete
Authorization:	$14,759,000
Budget Status:	On Budget
Architect:	Dore & Whittier Architects, Inc.
Owners Project Mgr.:	Building Design & Construction Dept.
Contractor (CMR):	Consigli Construction Co., Inc.

- At the May 2016 Annual Town Meeting, Article 43: Appropriate for General Fund Cash Capital - HS Classroom Expansion Alternatives Feasibility Study was approved in the amount of $65,000
- At the May 2017 Annual Town Meeting, Article 43: Appropriate for High School Expansion Design was approved in the amount of $950,000.
- At the May 2017 Annual Town Meeting, Article 42: Appropriate for High School Chiller Replacement Design was approved in the amount of $125,000.
- At the October 2017 Special Town Meeting, Article 11: Appropriate for High School Expansion Construction was approved in the amount of $13,188,000.
- At the May 2018 Special Town Meeting, Article 7: H.S. Expansion Construction was approved in the amount of $431,000.

The goal of the feasibility study was to review classroom expansion alternatives at the Needham High School. The object was to relieve current overcrowding and to anticipate future student population growth.

An architect, Dore & Whittier Architects, Inc., was selected through the Designer Selection Process in October 2016. The study was completed in June 2017 with several options available to the Town.

Studies were also conducted to assess the pre-mature failure of the chiller and problems associated with the boiler systems. It was determined that any repairs would best be done under the larger expansion project. "A" Gym renovations were also folded into the larger project.

Because of the complexity of the project and accelerated schedule the use of Construction Management at Risk (CMR) was chosen and approved by the Office of the Inspector General. Prequalified CMR firms were invited to submit proposals in June 2017. Consigli Construction was chosen. Consigli Construction indicated that they could focus the work within one summer, if construction could be started in February 2018.

At the May 2017 Annual Town Meeting, design funds were approved in the amount of $950,000. The architect, Dore & Whittier Architects, Inc., went forward with design and engineering services for the preferred option on the expansion of the High School and associated scope described above.

At the May 2017 Annual Town Meeting, funds were appropriated for High School Chiller Replacement in the amount of $125,000. The engineering and design for the chiller replacement were done under Dore & Whittier Architects contract for the H.S. Expansion.

The final Schematic Design Drawings and cost estimates provided an initial budget amount for approval at the October 2017 Special Town Meeting. At the October 2017 Special Town Meeting, funds were approved in the amount of $13,188,000 for construction of a new three story classroom wing, renovation of the A-Gym, addition of Gym storage, renovation internal to the existing school of several classrooms for Science, Science storage, SPED, Administration office and the replacement of the chillers with upgrades to the boiler room.

The Design Team and CMR completed detailed design and updated cost estimates which required further funds of $431,000 that were approved at the May 2018 Special Town Meeting.

Construction started over the February 2018 school vacation. Unanticipated sub surface conditions and added utility relocation discovered during construction forced a phased occupancy of the project with Phase 1 the Classroom Renovations, Phase 2 the A-Gym and Phase 3 the Classroom Expansion addition. The Temporary Certificate of Occupancy was received on September 4th for the classroom renovations, September 26th for the Gym A and October 29th for the classroom expansion addition. Students were welcomed to the new addition classrooms on October 30, 2018.

On-going heating and cooling system punch list issues have extended the completion of the addition and are being finalized.

Project Name:	**Sunita L. Williams Elementary School Outside Play Area & Walking Trails**
Project Status:	Complete
Authorization:	$520,000
Budget Status:	On Budget
Architect:	Warner Larson, Inc.
Owners Project Mgr.:	Building Design & Construction Dept.

Contractor: NELM Corp.

- At the October 2016 Special Town Meeting, Article 3: Appropriate for Hillside School Outside Play Area was approved in the amount of $250,000.
- At the May 2017 Annual Town Meeting, Article 35: Appropriate for New Elementary School Walking Trails was approved in the amount of $210,000 from CPA free cash.
- $60,000 was used from the October 2016 STM Article 2: New Hillside School Design & Construction Funds

The project was to design and construct a playing field at the new school on Central Avenue. The work was done separately from the new elementary school construction by request of the MSBA, because a portion of the land, although in Needham, is owned by the Town of Wellesley. Needham has a license from the Town of Wellesley for the use of this land for a playing field and trials.

At the May 2017 Annual Town Meeting funds were approved in the amount of $210,000 from CPA free cash. This appropriation was used in conjunction with the October 2016 STM appropriations to complete the playing field and the trails.

The designer, Warner Larson, Inc., was selected through Designer Selection in December 2016. The first phase, a walking trail, was completed in July 2017 by the Student Conservation Association Inc.

Bid documents were issued in March 2018 and the construction contract was awarded to NELM Corp., the lowest responsible bidder, in May 2018. Construction started in July 2018 and was substantially complete by December 2018, in coordination with the work being performed by Bacon Construction on the school.

Project Name: **Fuel Island Relocation & Upgrade**
Project Status: Complete
Authorization: $1,320,000
Budget Status: On Budget
Architect: Weston & Sampson Engineers, Inc.
Owners Project Mgr.: Building Design & Construction Dept.
Contractor: MECO Environmental Services

- At the May 2017 Annual Town Meeting, Article 44: Appropriate for Fuel Island Relocation & Upgrade was approved in the amount of $1,320,000.

This project put in motion Phase 1 of the road map for modernizing and reconstructing the DPW Facility as outlined in the DPW Relocation Feasibility Study by removing the existing failing fuel island and replacing it with a re-locatable fuel island in an area near the abandoned salt shed. The project encompassed the installation of the new fuel island, demolition of the existing fuel island and fuel storage tanks and removal of the old salt shed next to 470 Dedham Avenue.

Weston & Sampson Engineers, Inc. continued as designer from the DPW feasibility study. The project received bids in June 2017. MECO Environmental Services was awarded the contract.

Construction started in August 2017. Substantial completion of the fuel island was reached in November 2017. The old fuel tanks were removed in May 2018. A stand-alone generator was ordered for the fuel island and installation was completed in September 2018.

Project Name:	**DPW Central Ave Storage Facility**
Project Status:	Ongoing
Authorization:	$7,765,000
Budget Status:	On Budget
Architect:	Weston & Sampson Engineers, Inc.
Owners Project Mgr.:	Building Design & Construction Dept.
Contractor:	Seaver Construction, Inc.

- At the May 2017 Annual Town Meeting, Article 45: Appropriate for DPW Storage Facility Feasibility was approved in the amount of $150,000.
- At the May 2018 Annual Town Meeting, Article 35: Appropriate for Public Works Storage Facility was approved in the amount of $7,615,000 for design and construction funds.

The project investigated locating a consolidated Public Works seasonal storage facility at the RTS on Central Avenue. Approximately 14,000 square feet of storage space is required to fulfill DPW programming needs as determined by the DPW relocation feasibility study. Weston & Sampson Engineers, Inc. continued as designer as a continuation from the DPW feasibility study.

At the May 2018 Annual Town Meeting construction funds were approved in the amount of $7,615,000. Design and permitting occurred from May to November 2018. General Contractor bids were received January 2019, and the contract was awarded to Seaver Construction, Inc. Construction started in February 2019. Substantial completion is anticipated by November 2019.

Weston & Sampson coordinated with Kaestle Boos Associates, the architect on the Public Safety Complex & FS2 project, regarding the placement of the Police/Fire communications tower on the site. The tower is anticipated to be erected in the latter part of 2019.

Project Name:	**Mitchell Modular Classrooms**
Project Status:	Ongoing
Authorization:	$2,190,000
Budget Status:	On Budget
Architect:	Dore & Whittier Architects, Inc.
Owners Project Mgr.:	Building Design & Construction Dept.
Contractor:	Triumph Modular, Inc.

- At the May 2018 Annual Town Meeting, Article 6: Appropriate for Mitchell Modular Classrooms was approved in the amount of $210,000 for detailed design, cost estimates and bidding.
- At the October 2018 Special Town Meeting, Article 12: Appropriate for Mitchell School Modular Classrooms was approved in the amount of $1,350,000.
- At the January 2019 Special Town Meeting, Article 1: Appropriate for Mitchell School Modular Classrooms was approved in the amount of $630,000.

Dore & Whittier Architects, Inc. continued as designer from the Full-Day Kindergarten Space Study. The study, that was completed in February 2018, indicated that a new pair of modular classrooms was required at the Mitchell Elementary School that will accommodate Music and Art, in order that the four existing modular classrooms in the 2015 modular addition be renovated and used for Kindergarten.

At the October 2018 Special Town Meeting, Article 12: Appropriate for Mitchell School Modular Classrooms was approved in the amount of $1,350,000.

The project went out to bid November 2018. One bid was received in December 2018 and came in over the estimated amount. Additional funds were requested and approved at the January 2019 Special Town Meeting for $630,000. The contract was awarded to Triumph Modular, Inc. in January 2019.

Construction work started over the April 2019 school vacation with site preparation. The modular boxes were delivered on June 13, 2019.

It is expected that the renovated 2015 modular classrooms and the new modular classrooms will be finished in August 2019 for the start of the 2019-2020 school year in September 2019.

Project Name: **Emery Grover Building Feasibility Study**
Project Status: Ongoing
Authorization: $130,000
Budget Status: On Budget
Architect: Bargmann Hendrie + Archetype, Inc.
Owners Project Mgr.: Building Design & Construction Dept.

- At the October 2018 Annual Town Meeting, Article 11: Appropriate for Emery Grover Feasibility was approved in the amount of $130,000.

A Request for Proposals was issued in January 2019. An architect, Bargmann Hendrie + Archetype, Inc., was selected through the Designer Selection Process in March 2019.

The goal of the study is to explore whether a functional school administration building can be either renovated or built on the existing or another site and determine the constraints within the Historical Building designation on what could be done with the existing building. Programing would be confirmed. If preservation/renovation will not adequately meet the programmatic needs other options will be explored. The study began in April 2019 and is anticipated to be completed in the spring of 2020.

Project Name: **Master School Plan Study**
Project Status: Ongoing
Authorization: $190,000
Budget Status: On Budget
Architect:
Owners Project Mgr.: Building Design & Construction Dept.

- At the May 2018 Annual Town Meeting, Article 32: Appropriate for General Fund Cash Capital Pollard Phased Improvement Feasibility Study was approved in the amount of $65,000
- At the May 2019 Annual Town Meeting, Article 37: Appropriate for General Fund Cash Capital School Master Plan Supplement in the amount of $125,000

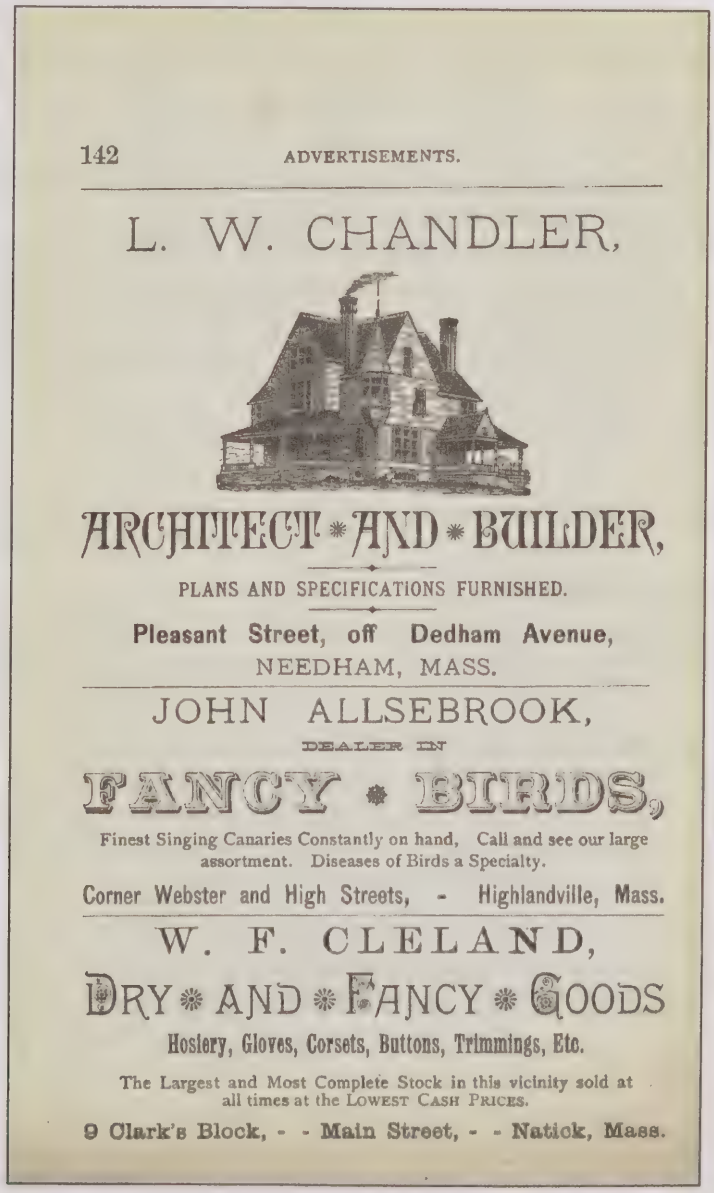
The goal of the study is to develop recommendations for long-range school capital plans under different enrollment scenarios and catalog the condition of all the school buildings in order for the School Department to make informed decisions for prioritizing and scheduling building projects going forward. A Request for Proposals is anticipated to be issued in August 2019 and a designer awarded the contract in September 2019. The study is anticipated to begin in the fall of 2019 to be completed in the spring of 2020. It is anticipated that there will be some coordination between the School Master Plan study and the Emery Grover study.

LOOKING FORWARD

Upcoming future and continuing projects include construction and completion of the Public Safety Complex & Fire Station #2, the Mitchell Modular Classrooms, the reconstruction of the DPW Facility at 470 Dedham Avenue as part of the phased DPW facilities upgrade and follow-on work associated with the Emery Grover Building Study and the School Master Plan Study.

Support for the School Department includes evaluating continued occupation and future renovations to the Emery Grover Building. In addition, school projects anticipated include refurbishment of the Hillside Elementary School envisioned to be used as potential future swing space for School Administration, Mitchell Elementary School rebuild and Pollard Middle School addition and renovation. The above projects are included as part of the most recent Facilities Master Plan completed in 2014.

The Permanent Public Building Committee and the Building Design & Construction Department are challenged by the enormously important and complex projects that have been appropriated by the Town. Successful and timely execution of these projects is essential to satisfying full integration within the Towns infrastructure.


142 ADVERTISEMENTS.

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ARCHITECT AND BUILDER,

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Needham Commission on Disabilities

Elaine Saunders, co-chair, Jeanie Martin, co-chair, Carole Thomas, secretary, Tatiana Swanson, treasurer and ADA liaison, and members Corrine Burke, Debbi Heller, Mani Iyer, Barbara Moss, and Dale Wise. Liaison to the School Committee is Trisha Mullen; Needham Police Department Community Service Officer is Karl Harmon; Consultant from MetroWest Center for Independent Living is Paul Spooner.

The Needham Commission on Disabilities (NCOD) meets on the third Tuesday of the month except for the months of July and August, and if needed there is a meeting in December. NCOD has the following membership: 9 members; a majority of whom are disabled; one of whom must be a family member of a person with a disability; and one of whom must be an appointed town employee, and other interested Needham residents.

PURPOSE

- To advise municipal officials, public and private agencies, and other individuals to ensure compliance with federal, state and local disability laws.
- To promote full integration of persons with disabilities into the community.
- To provide information, referrals, and technical assistance to individuals, businesses and organizations in all matters pertaining to disability issues.
- To participate in a variety of forums and media events to develop public awareness of persons with disabilities, and compliance with the Americans with Disabilities Act (ADA).
- To award grants to community-based organizations that increase awareness of and educate persons about disabilities, and that help persons with disabilities participate more fully in programs and activities in Needham.

BUDGET

Office Supplies (printing paper for $14.74 and Braille Paper for $40.00) **TOTAL** $54.74

FY2019 HIGHLIGHTS

- Worked in conjunction with the Metro West Center for Independent Living and the Massachusetts Office on Disability on all legal and technical matters pertaining to the disabled.
- Advised town officials and local businesses regarding the number and dimensions of handicapped parking spaces and of proper signage required for HP spaces in order to ensure compliance with ADA and the Massachusetts Architectural Access Board (MAAB) regulations including Webster Green, the Needham Housing Authority, and the Linden Street complex.
- Continued to make available handicapped parking signs that comply with state regulations and town by-laws at a reduced cost to Needham businesses and town departments.
- Consulted with Jeff Dougan of the Massachusetts Office on Disability regarding the use of the "active" HP logo and on other handicapped parking issues and learned about new regulations regarding service animals.
- Continued to offer grants to individuals and organizations for materials and programs relating to persons with disabilities. (Funds are made available from fines accrued from handicapped parking violations.) The grant application can be found on NCOD website.

- Continued to distribute the NCOD brochure which is available at various town sites and is included in a welcoming packet for Needham newcomers.
- Performed a walk-through of the Rosemary Recreation Complex and of the Needham High School expansion to assess for compliance with state and federal accessibility codes.
- A guest speaker from the Massachusetts Office on Disability presented information to NCOD on disability issues of mutual interest and weekly updates were received from the Disability Policy Consortium.
- An NCOD member served as a representative to the Downtown Streetscape and the Local Emergency Planning committees to ensure that accessibility issues are addressed and also attended a MEMA conference.
- Sent a follow-up letter to the Needham Public Library Director and Town of Needham Building Inspector regarding accessibility issues at the library some of which have been complied with.
- Remained informed about regulations and issues concerning people with disabilities through subscriptions to publications, newsletters and through the public media.
- Continued to sponsor a weekly presentation on the Needham Cable Channel of the Ablevision program by Project Triangle, which highlights accomplishments of persons with disabilities.
- An NCOD member shared information from the Massachusetts Department of Transportation regarding a new Transportation Pedestrian Plan and on changes to the RIDE program.
- Participated in the Needham Diversity Summit and had on display informational brochures about NCOD. NCOD is now included as a resource for the Needham Diversity Initiative.
- Discussed the possibility of updating a map of all Needham HP spaces.
- Communicated with the Town of Needham IT director to ensure that the town's website is accessible.
- A member of NCOD participated in the Needham Education Foundation's (NEF) Annual Spelling Bee.
- NCOD members complied with the Commonwealth of Massachusetts requirements by completing on-line ethics training.

FY2021 FORECAST/GOALS

- To continue to work with the School Administration, Town Clerk, Town Engineer, Highway Department, Permanent Public Building Committee, the Park and Recreation Department and other pertinent Town of Needham departments in an advisory capacity to ensure compliance with MAAB and ADA building codes at schools, playgrounds, private businesses, community based agencies and other municipal buildings as they are renovated.
- To work with Needham Public Housing, its residents and Needham businesses to provide a safe environment and accessibility compliance including ramps, railings, entrances and lighting.
- To continue to inform non-compliant business property owners of regulations regarding proper handicapped parking signage and offer properly worded handicapped parking signs to public and private organizations and businesses at a reduced cost.
- To continue to work with the Needham Police to enforce proper usage of handicapped parking spaces through a program that tickets violators.
- To continue to participate in the Downtown Streetscape Committee and the Local Emergency Planning Committee to promote awareness of disability issues.

- To promote awareness of the grant program that utilizes funds accrued from handicapped parking fines for the specific benefit of persons with disabilities in the community.
- To advocate for the NEF Spelling Bee to provide an auditory correct spelling of the word.
- To continue to be a resource to the Needham Diversity Initiative and to participate in their annual Diversity Summit.
- To continue to work with the Town Clerk's office to promote use of the Automark voting machine, so that persons with visual impairment can vote independently.
- To continue to work with town officials to bring the Town of Needham into compliance with state and federal regulations regarding all accessibility issues.
- To continue to distribute the updated NCOD brochures throughout the Town of Needham.
- To dispense information and to serve as a resource to individuals and entities in the Town of Needham on issues relating to persons with disabilities.
- To continue to promote registration of persons with disabilities in the Enhanced 911 program and Emergency Management Program, in conjunction with Needham Town Hall and the Needham Police.
- To encourage Needham citizens to attend NCOD meetings which are publicly posted.
- For further information about the Needham Commission on Disabilities and about attending a meeting, please call NCOD at (781) 455-7500.

Community Preservation Committee

Member	*Appointed by:*
Peter Pingitore, Chair	*Housing Authority*
Artie Crocker, Vice Chair	*Conservation Commission*
Paul Alpert	*Planning Board*
Robert Boder	*Historical Commission*
Robert Dermody	*Select Board*
Joseph Barnes	*Select Board*
Chris Gerstel	*Park & Recreation Commission*
Rick Zimbone	*Moderator*
Vacancy	*Moderator*

Carys Lustig, Staff Liaison
Kristen Wright, Recording Secretary

PURPOSE AND MISSION

Massachusetts General Law (M.G.L.) Chapter 267 of the Acts of 2000, Section 2, defines community preservation as "the acquisition, creation and preservation of open space, the acquisition, creation and preservation of historic structures and landscapes and the creation and preservation of community housing." Needham voted to accept the legislation in November 2004. The Community Preservation Committee is appointed to make recommendations for use of the Community Preservation Fund.

FY2019 Accomplishments and Activities

- The Needham Community Preservation Fund received its state distribution of $438,305 from the Commonwealth in November 2018, a 18.93% match. In total, $8,438,406 has been received from the state as of November 2018.
- The Town collected $2,495,000 in FY19 through the local surcharge.
- The Committee held a public hearing in March 2019 to gather public input on the proposals under review for funding.
- At May 2019 Annual Town Meeting, the Committee recommended and Town Meeting approved the funding of the following proposals:

- $150,000 - Needham Housing Authority Modernization & Redevelopment of Affordable Housing
- $15,000 - Bay Colony Rail Trail Association - Fisher Street Trailhead Design
- $117,000 - DPW- Town Common Reno. Design
- $200,000 - Park & Recreation - Rosemary Lake Trail Project
- $480,000 - Park & Recreation - Cricket Field Renovations
- $350,000 - Park & Recreation - Playground Improvements

STATISTICS

- The Community Preservation Fund has provided financial support to seventy (71) projects, for a total allocation of $41,870,352
- Breakdown by category:
  - Community Housing -$1,644,500
  - Open Space - $5,000,200
  - Historic Preservation - $8,126,733
  - Recreation - $11,898,919
  - General - $15,200,000

NEEDHAM GOLF CLUB ADVISORY COMMITTEE

Daniel Dain, Chair, Roy Cramer, Jack Heavey, Richard Reilly, Jon Schneider, Mary Grace Summergrad, Chris Gerstel

PURPOSE

The Golf Club Advisory Committee members are appointed by the Select Board to act as a liaison between the Needham Golf Club and the Select Board. The Committee monitors Club operations to ensure that the Club is operated in accordance with the terms of the Lease with the Town. The Committee also provides a forum for residents to obtain information about the operation of the Club and to resolve any disputes with the Club. The Committee reports to the Select Board.

The Needham Golf Club is a private non-profit corporation organized in 1923. The Club operates a 9-hole golf course designed by a disciple of Donald Ross. The Club owns approximately 6.7 acres of land fronting on Green Street. The club house, parking lot and ninth green are on land owned by the Club. The remainder of the golf course is on approximately 58.8 acres of land leased from the Town.

The current Lease, approved by Town Meeting in 2008, expires on April 30, 2029, but is subject to the right of the Town to terminate at any time for "any lawful municipal purpose" upon action by the Town Meeting. The Town and the Club recently agreed to a lease amendment to provide rent relief to the Club.

Under the terms of the Lease, residents have the right to use the golf course for one full weekday, one partial weekday, and one partial weekend day. Greens fees charged are the same fees that members pay for their guests. In addition, the Club accommodates the Needham High School Golf

Team and allows use of the premises for winter recreation. The Lease imposes various restrictions on membership including a requirement that 90% of new members must be residents of Needham.

The Golf Club Advisory Committee meets prior to the beginning of the golf season and at the end of the season and holds special meetings if matters arise at other times.

FY2019 HIGHLIGHTS

The Committee met with Club President Phil Atwood and Club Vice Presidents Rick Zimbone and Chris Pooley twice during 2019, on March 18 and November 18. At the two meetings, the Committee reviewed with the Club's leadership the Club's compliance with the terms of the Lease, including rights of winter recreation, Needham High Golf Team access, and resident days; as well as resident composition of newly accepted members and the Club membership, and the prohibition of discrimination on the basis of sex, race, color, creed, sexual orientation, and national origin.

The Club reported that fewer than 90 percent of new members for the calendar 2019 season were residents, below the threshold set forth in Lease section 9.2. The Club received a waiver from the Town Manager under section 9.5.

The Committee also reviewed with the Club whether there had been any issues with the neighborhood during the year. The Club reported few if any issues with neighbors. Committee members did not report learning of any neighbor complaints.

HUMAN RIGHTS COMMITTEE

Nadaa Ali
Cynthia Ganung (Clergy Association, IJTF, Diversity Initiative)
Kerry Hurwitch (NHS-PTC)
Amelia Klein (Diversity Initiative)
John Kraemer (liaison – NPD)
Christina Mathews, Co-Chair
Tracy McKay
Ashok Mehta
Jared Pizzuto (NHS)
Bud Shram
Jennifer Howard Schroeder, Co-Chair
Marlene Schultz
Julie Venables

CHARGE

Human Rights Committee
Approved August 12, 2008

Created in 1995 by the Select Board, the mission of the Human Rights Committee is to address matters pertaining to human and civil rights and problems related to thereto that may arise in the Town.

The charge of the Committee is to:

1. Advocate appreciation and respect for human and civil rights in our Town (Education);
2. Organize and/or recommend community events to constructively promote respect for human and civil rights in our Town (Community Outreach);
3. Provide advice and assistance to the Town Manager, Chief of Police, and/or other Town offices in response to issues that challenge the human and/or civil rights of any individual or group in our Town (Community Response)

NHRC LOGO

The NHRC logo design, which is universally recognized, combines the shape of a hand with that of a bird (dove). It was created by an international committee for the promotion and protection of human rights.

MEMBERSHIP

Official members of the Needham Human Rights Committee are Needham residents who volunteer to serve on the Committee. They are appointed by the Select Board.

The Committee shall consist of 12 members. When practicable, the Committee should include representatives or designees of the Needham Police Department and the Needham Public School Department (ex officio and non-voting), the Needham Commission on Disabilities, and the Needham Housing Authority. Membership should also include a representative of the local clergy, a senior citizen, a tenant of the Needham Housing Authority, a realtor, and a Needham High School student.

MEETINGS

Human Rights Committee meetings are usually held the *third Thursday* of each month at Needham Town Hall, Highland Room, 7:30-9:00 pm. Meetings are open to the public and all meeting dates and agendas are posted on the Town website. On occasion, guest speakers are invited by the Committee to share their expertise in the area of human rights. Guest speakers play an important role as resources for planning future NHRC events. The Committee welcomes all Needham residents who are interested in human rights to attend a meeting and to learn about the work of the Committee.

COMMUNITY EDUCATION

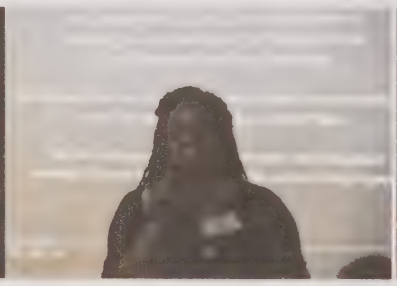
Organizing and sponsoring community events and educational forums related to human rights plays a major role in the work of the NHRC. Following are highlights for the Fiscal Year 2019.

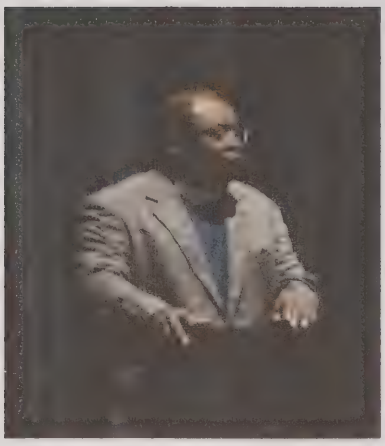
Conversations At My Neighbor's Table Potluck Series* Oct 21, 2018 *Temple Beth Shalom

At My Neighbor's Table: A Vegetarian Potluck on Cultural Appropriation and Appreciation

It's very important to know the neighbor next door and the people down the street and the people in another race. ~ Maya Angelou Needham residents participated in a conversation over a meal about conflicting views of cultural appropriation and cultural appreciation. "Cultural appropriation harms cultures when a prevailing culture adopts things from a different culture without interpreting them, or manipulates them in ways that contradict the origins, and substitutes the dominant culture's idea of what the other culture is like." Examples of the misuse of sensitive cultural material were shared, including incidents which occurred in the town of Needham. Participants of diverse backgrounds provided examples of cultural *appreciation* that presented alternative views. The event was co-sponsored by Temple Beth Shalom, First Parish in Needham Unitarian Universalist, Bahá'i Community in Needham, Presbyterian Church of Needham, Needham Human Rights Committee, Needham Diversity Initiative, and Cooperative Metropolitan Ministries. Members of the NHRC served on the planning committee, and one member was a co-host for the evening program.

Needham 7th Annual Diversity Summit* – November 17, 2018 *Pollard Middle School

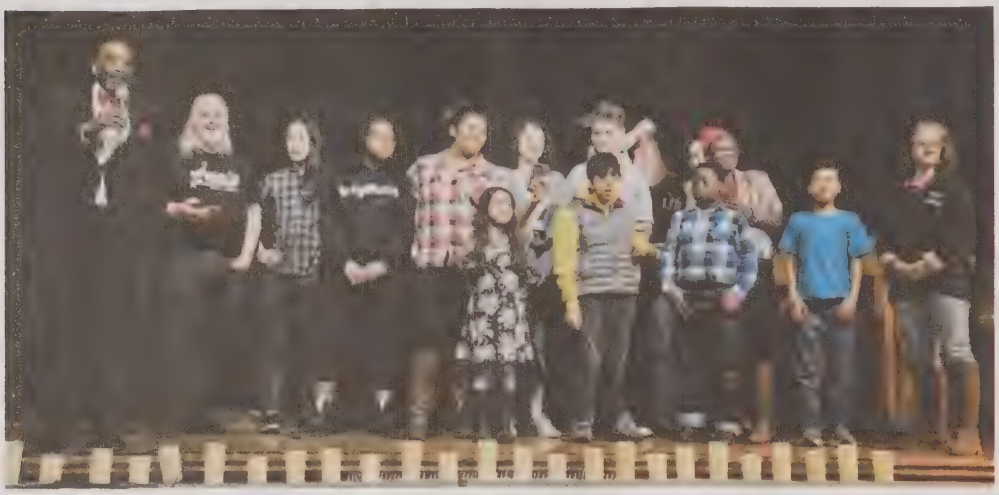




(Photos courtesy Needham Diversity Initiative, Inc. needhamdiversity.org)

The Needham Diversity Summit, an annual event organized by the Needham Diversity Initiative, Inc. brings together community leaders, friends, neighbors and students to explore, foster, strengthen and celebrate Needham's diversity - of socioeconomic status, race, sexual orientation, gender (including identity and expression), religion, ethnic identity, ability and age. The Summit attempts to empower groups that may otherwise feel unable or that lack the confidence to share their experiences and voices, and to challenge its residents to think in new ways about the Town's evolving community. The 2019 Summit featured a diverse panel of Needham residents who spoke about their experiences living in Needham. Special guests Ron Jones, Emmy Award-winning actor and writer, performed parts of his one-man/10 characters play *"The Movement"*, and teacher/Facing History blogger/author Jessica Landers spoke about the challenges of teaching equity, justice and bias to her student audiences. Organizations and groups in the Needham Community who work with diverse populations set up exhibits that highlighted the important role they play in the Needham Community! The NHRC was a co-sponsor of the day-long event. NHRC members served on the Diversity Summit Planning Committee and attended and hosted the Diversity Summit. NHRC members also participated in workshop sessions, an integral part of the Diversity Summit program, and a member of the Committee was invited to be a guest panelist.

Martin Luther King Jr. Day Celebration* - January 27, 2019 *Needham High School



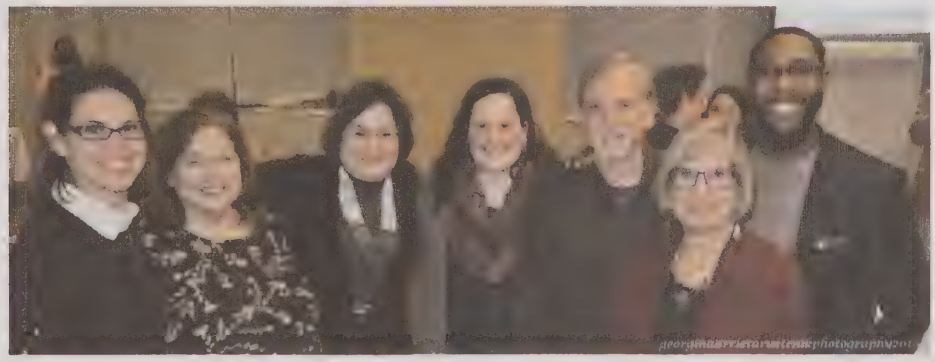
(Photos courtesy of Needham Diversity Initiative, Inc. needhamdiversity.org)

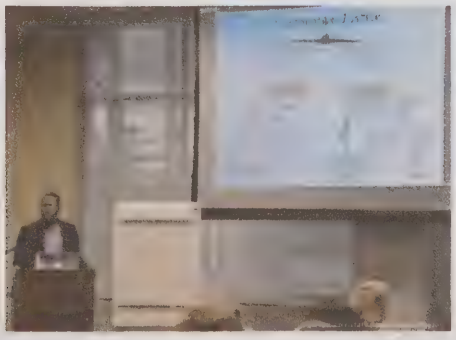
Hosted by the Needham Diversity Initiative, this annual family friendly event celebrates the legacy and the life and achievement of Dr. Martin Luther King, Jr. The central focus of the MLK Day is children. Most of the performances are by or for children of all ages. Music was an integral part of the 2019 celebration, with performances by the *Plugged In* teen band, *Making Music Matter*, *Bellevue Community Church of Nashville*, and *Temple Beth Shalom Youth Choir*, group singing lead by Brother Dennis Slaughter, and a dance performance by the *Origination Cultural Arts Center* to Honor Dr. King. Middle school students conducted a ceremony of lighting candles in honor of those who have inspired them. NHRC was a co-sponsor of the celebration. Committee members served on the MLK Day Planning Committee, organized and provided refreshments, and attended the event. Additional co-sponsors of the event were the Needham Clergy Association and the Needham School Department and its METCO Program.

Conversations At My Neighbor's Table Potluck Series* – March 24, 2019 *Temple Beth Shalom

It Happened Here: Slavery in Needham

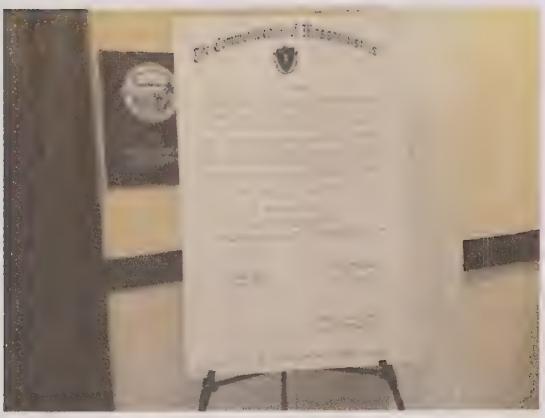
Coming together is a beginning; keeping together is progress; working together is success. [Henry Ford]. The sixth of a series of potluck dinners around the theme: "Conversations at My Neighbor's Table" took place at Temple Beth Shalom. Guests learned about the history of slavery in Needham (documents indicated the presence of slaves and slaveholders) and engaged in small group conversations about *how to reckon with, seek renewal, and reconcile the remnants of a town's past.* Special guest speakers were Gloria Greis, Executive Director of the Needham History Center and Museum, and Rev. Darrell Hamilton of First Baptist Church in Jamaica Plain. Sponsors of the potluck conversation were Temple Beth Shalom, First Parish in Needham Unitarian Universalist, Bahá'i Community of Needham, Presbyterian Church of Needham, First Baptist Church of Needham, Christ Episcopal Church, Carter Memorial United Methodist Church, Needham Diversity Initiative, Needham Human Rights Committee and Cooperative Metropolitan Ministries. A member of the NHRC chaired the planning committee for the event.





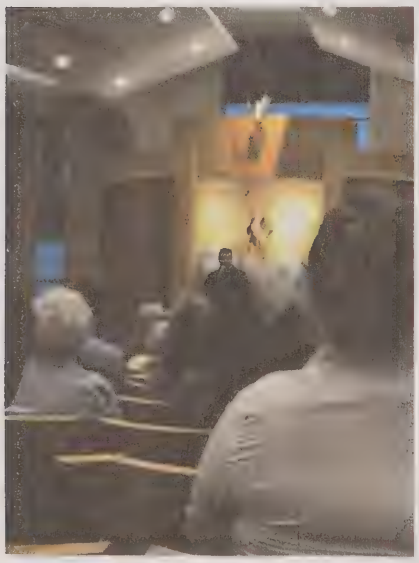
Race Amity Day: Town of Needham* - June 9, 2019 *Needham Historical Center and Museum.

RACE AMITY DAY is an officially recognized day in Massachusetts – held annually on the second Sunday of June in cities and towns across the Commonwealth. Amity means *friendship*. Race Amity Day is observed to overcome racial prejudice through association and collaboration, and to encourage and advocate for cross racial/cross cultural friendships. RAD was organized and celebrated through a joint effort between the Towns of Needham and Wellesley, and was hosted



by the Needham Diversity Initiative and World of Wellesley. The 2019 celebration, held at the Needham History Center and Museum, welcomed Boston METCO families as special guests. A documentary about the history of METCO was shown. Participants shared food and conversations together. Brief remarks were presented by NDI officers, State Rep. Denise Garlick and State Senator Becca Rausch. The program included singing by Baha'i Children, and concluded with songs by the Treble Rebels, a Needham High School A Capella group. The NHRC was a co-sponsor of the event.

Suitcase Stories* - June 19, 2019 *Temple Beth Shalom



Suitcase Stories Live was a storytelling performance organized by IINE – the International Institute of New England – and Temple Beth Shalom in Needham. The purpose of the event was to honor refugees and immigrants. Invited speakers were foreign and U.S.-born residents who shared "tales of hope and pursuit of life in America." The presentations broadened the audience's awareness of the many ways that immigrant roots affect both individuals and a whole community. The event was held at Temple Beth Shalom. The NHRC was a supporting partner for the event. NHRC members helped publicize the program, and served as volunteers to organize and facilitate program activities.

Story-tellers gather for a group picture (Photo: Hometown Weekly)

COMMUNITY OUTREACH

In pursuing its mission, the NHRC seeks opportunities to collaborate - and develop on-going relationships - with groups in the Needham Community. Following are examples of ways the NHRC has made efforts to reach out to both official and non-official Town Committees and organizations.

- **NEEDHAM HOUSING AUTHORITY** Members of the NHRC have had on-going conversations with the Executive Director and the Resident Services Coordinator to discuss common interests and means of support. The Committee's goal is to learn about the needs of residents living in NHA units, and how well residents of Needham public housing are integrated into the Community. The Committee continues to seek candidates who are residents of the Needham Housing Authority to serve on the NHRC, and has collaborated with NHA officials in promoting resident representation on the Committee.

- **MEDIA SOURCES** The NHRC has developed close links with the local media. Direct contact with editors and journalists in the past has helped the Committee promote its events and generate interest in human rights. The Hometown Weekly has consistently responded to press releases and published lead articles about Committee events in a timely fashion. The Needham Times on occasion has highlighted the NHRC in guest columns. The Committee continues to reach out to the NT by meeting the staff, learning how and when to send press releases and calendar listings, and how to present a story about their work. Additionally, the NHRC launched its own Facebook page to publicize events and promote understanding of human rights issues in the community.

- **NEEDHAM PUBLIC SCHOOLS** Members of the Committee have met with the Superintendent and Needham Public School officials and staff to discuss ways to collaborate and to share resources. The NHRC is committed to developing on-going relationships with school personnel and students. Their input is critical in the planning of educational forums which address the challenges faced by youth in our community. Dr. Gutekanst has attended many NHRC meetings and has kept the Committee informed about major initiatives and activities in the NPS, particularly updates related to the Needham Equity Report. The NHRC provides opportunities for NHS students to take on leadership roles as members of the Committee, and to take initiative in providing student participation and input in the planning of events. The Needham High School representative who serves on the Committee provides an important link to faculty and student groups. The NHRC participated in several school events during the past year.

  NPS Professional Day Assembly Nov. 21, 2018 *Needham High School* Superintendent Dan Gutekanst invited members of the NHRC to attend a special NPS Professional Day keynote address given by Beverly Daniel Tatum. Dr. Tatum is an award-winning educational leader, best-selling author, and noted expert on the psychology of racism. She is the author of *Can We Talk About Race?* and *Why Are All the Black Kids Sitting Together in the Cafeteria?* Her presentation focused on race in education.

  Community Forum: Racial Equity in Action April 24, 2019 *Needham High School* The Forum was hosted by the Needham Public Schools for the purpose of sharing updates on the

equity work that happened over the past year, and as an opportunity for community members to ask questions. The NHRC was a supporting member of the forum.

Representation on NPS Committee FY 2019-2020 *Needham Public Schools* A member of the NHRC was invited to participate in a Needham Public School District conference entitled *Portrait of a Needham Graduate*. Students, educators, parents, business and civic leaders were invited to share their perspectives about how to prepare students for jobs and life-long learning. The goal of the conference is to shape a vision for the future of education in the Needham community.

Parent Teacher Council A member of the NHRC has served as president of the Needham High School PTC.

REAL Coalition A co-chair of the NHRC has served as a member of a School District-wide team: Race, Equity, Access & Leadership (REAL), whose purpose is to lead the work and conversations around equity in the Needham Public Schools and classrooms. The NHRC is a partner of the Coalition.

- **CITIZENS FOR NEEDHAM SCHOOLS** Citizens for Needham Schools, NHRC and the Needham Diversity Initiative co-sponsored the Racial Equity in Action Community Forum on April 24, 2019. Over 50 members of the community were present. Needham Public School administrators and teachers shared how they were implementing action items that resulted from the equity audit.

- **NEEDHAM COUNCIL ON AGING** The co-chairs of the NHRC have corresponded with the Executive Director of the Council on Aging to plan events at the Center at the Heights to accommodate the needs of older adults. The Director has been supportive in helping the Committee reserve dates and space at the Center to host key events. The Center staff members have generously given their time and energy in organizing and facilitating event activities.

- **NEEDHAM DIVERSITY INITIATIVE, Inc.** The Needham Diversity Initiative (NDI) is a grass-roots, community organization of individuals who live, work, study - or whose children study - in Needham. Many are educators and have been involved with diversity training in the past (e.g., via their profession or membership in Needham's Human Rights Committee, Needham Clergy Association, or Immigration Justice Task Force). The NDI organizes on-going events, workshops, and community forums which provide opportunities for residents of Needham to learn about the diverse populations within their community, to examine diversity issues, and to build diverse coalitions. Two members of the NHRC serve on the Board of the Needham Diversity Initiative. The NHRC has been an annual co-sponsor of the Needham Diversity Summit and the Martin Luther King Day Celebration. The NHRC has co-sponsored many of the events organized by the NDI during the past year. (See Sponsored Community Events section.)

- **NEEDHAM CLERGY ASSOCIATION** One member of the NHRC is an active member of the Needham Clergy Association. Both groups have shared information about their work with members of their respective organizations, and have supported and attended public events

organized by each group. This past year, the NHRC was a co-sponsor of two community potluck conversations held at Temple Beth Shalom. (See Community Education section.)

- **NEEDHAM IMMIGRATION JUSTICE TASK FORCE** One member of the NHRC is a member of the Immigration Justice Task Force and has been an important link to the group. The NHRC has supported the activities of the IJTF and has attended and co-sponsored events they have organized. The work of the IJTF is relevant to the work of the Committee: both groups are advocates for human rights. The IJTF has been an important source of information about current issues and actions taken in relation to immigration policies, many that involve residents and employees in the Town of Needham.

- **NEEDHAM FREE PUBLIC LIBRARY** In October 2016, the Needham Public Library Trustees and a Board Member presented information to the NHRC about the Library's desire to promote respect for diversity in the town through programming and educational forums. The Needham Human Rights Committee, along with the Needham Diversity Initiative, has been an on-going cosponsor of the Library Book Forum series featuring special guest discussion leaders and Pollard Middle School students. NHRC members led several of the discussion groups.

Diversity and Discussion Book Group Presentations

Refugee by Alan Gratz on September 26, 2018 at Pollard Middle School and again on March 14, 2019 at the Library. The powerful novel told the story of three children seeking refuge. Members of the audience included Pollard Middle School students and their parents.

Tomorrow Will Be Different by Sarah McBride on October 11, 2018 at the Library. This memoir described one person's journey to bring attention to the needs and rights of transgender individuals in our country.

Blood at the Root written by Patrick Phillips on January 10, 2019, investigating the 1912 Racial Conflict of Forsyth County, Georgia.

Evicted: Poverty and Profit in an American City by Matthew Desmond. A NHRC member led a book discussion on May 16, 2019 about eight families struggling to keep their homes. The discussion focused on poor people lacking basic needs, food, clothing and shelter, and their downward spiral caused by a social system that offers little hope for getting ahead.

- **REPRESENTATIVE DENISE GARLICK** NHRC prepared a letter with support from Rep. Garlick, Sen. Becca Rausch, Sen. Michael Rush, and the Select Board of Needham in response to the Chabad House Arson, which took place in Needham on May 17, 2019. The statement was posted on the NHRC Town webpage. NHRC shared a display table with Rep. Garlick at the Needham *Spring Street Fair* on June 1, 2019 to talk to community members about the work of the NHRC and to give out lawn signs showing the message "No Place For Hate".

HUMAN RIGHTS RESOURCE GROUPS

The NHRC has kept informed about human rights issues by connecting to regional organizations and groups who serve as resources to the Committee. These resources enhance the work of the

Committee in planning educational forums, and in responding to issues that challenge the human rights of any individual or group in the Needham Community.

- **MASSACHUSETTS ASSOCIATION OF HUMAN RIGHTS AND RELATIONS COMMISSIONS (MAHRC)** The Massachusetts Association of Human Rights and Relations Commissions is an organization of municipal and local agencies responsible for promoting human and civil rights and harmonious relationships among diverse groups at a local level. The mission of MAHRC is to provide local and statewide leadership in the areas of human rights and intergroup relationships. MAHRC accomplishes this charge by promoting networking initiatives, developing educational strategies and model programs; and serving as a resource for new and existing human rights and relations commissions.

- **PEOPLE AGAINST TRAFFICKING of HUMANS (PATH)** Needham PATH's mission is to prevent human trafficking in Needham and in Norfolk County. Their goal is to raise awareness through education, advocacy and collaboration. From the beginning Needham PATH has had a strong relationship with the U.S. Department of Homeland Security Victim Assistance Program. PATH continues to develop ongoing collaboration with other agencies within our local communities. There is a great need to educate the public to be able to recognize the risk factors and indicators which exist in our communities that are "hidden in plain sight". Many Needham PATH members have been trained by organizations such as the U.S. Department of Homeland Security and are available for speaking engagements to educate and raise awareness about human trafficking. One member of the Committee is a member of the organization.

- **NEEDHAM GREEN COLLABORATIVE** The Needham Green Collaborative reached out the Needham Human Rights Committee to see how the committee could pledge to be "greener" in the following year. The Committee discussed making sure there is a green component to every event it hosts, such as recycling table cloths and making sure there is a recycle bin available. Additionally, the Committee agreed to the immediate action of no longer printing meeting agendas for its members; individual members may choose to print the agenda if they would like to, but others may look at it on computers and tablets.

COMMUNITY RESPONSE

In meeting its charge to provide advice and assistance to the Town Manager, Chief of Police, and/or other Town offices, the Needham Human Rights Committee has supported community efforts that promote inclusivity, and has participated in community initiatives in response to acts of hate and bias.

Response to Acts of Hate and Bias in Needham
NHRC joined community residents at a havdallah service to show solidarity with the Chabad Jewish Center of Needham. The vigil was held outside the home of a rabbi who was affected by one of three fires intentionally set at local Jewish institutions in Arlington and Needham.

Statement from the Needham Human Rights Committee, Select Board and State Delegates
May 19, 2019

> We have seen growing intolerance in the world around us, and an increase in anti-Semitic incidents elsewhere, and now in our town.
>
> Hate has no home in Needham. The Needham Human Rights Committee, the Select Board of the Town of Needham and Needham's Massachusetts state delegation express our profound sadness and deep concern in response to the attempted arson at the Chabad Jewish Center in Needham, which is also home to the Rabbi and his family.
>
> The Needham Police Department, along with state and federal authorities, are investigating this incident and two other arson attempts that occurred this week at the Chabad Center for Jewish Life in Arlington, as potential hate crimes.
>
> We stand together with our Jewish neighbors and Jewish houses of worship who have been targeted by these hateful acts. The Human Rights Committee and the Select Board are resolute in our commitment to furthering understanding and compassion in this community.
>
> May we each serve as a beacon for peace, may our households be a force for good, and may our town be a welcome place for all.

> Needham Human Rights Committee, Select Board of the Town of Needham,
> Rep. Denise Garlick, Sen. Mike Rush, Sen. Becca Rausch

Preserving the Rights of Transgender Individuals in MA NHRC co-sponsored *A Conversation on Preserving Transgender Rights in Massachusetts* with Sarah McBride and representatives from Harvard Pilgrim Health Care, Yes on 3 Campaign, Riverside Community Care, OutMetroWest and local clergy. NHRC read a statement in support of upholding existing protections promised to transgender individuals by the current Massachusetts laws. The event was co-sponsored by the Needham Transgender Coalition: Newton Needham Regional Chamber, OUT MetroWest, Progressive Needham, Temple Beth Shalom, First Parish in Needham UU, Congregational Church of Needham UUC, League of Women Voters of Needham, Needham Diversity Initiative.

Needham Human Rights Committee, Greater Boston PFLAG, Christ Episcopal Church, Freedom for All MA, and the First Baptist Church in Needham. NHRC was directed to withdraw from the Needham Transgender Coalition based on the opinion that membership in this Coalition was too political. The Coalition wanted to support the Medicare for All event and NHRC was unable to do that, and subsequently withdrew.

Statement of the Needham Human Rights Committee in support of preserving important human rights of our transgender and non-gender conforming friends, family and neighbors

> The Needham Human Rights Committee stands proudly beside all in Massachusetts fighting to preserve the basic human rights of all transgender and gender non-conforming people. While we strive to create a more perfect union, where all individuals are able to in fact live free from prejudice, ignorance, and hate, the Needham Human Rights Committee recognizes that an important step toward this aspiration is upholding existing, essential, legal protections guarding the rights of transgender and gender non-conforming individuals in Massachusetts to be, undisturbed, in any public place they chose. Affirming the right to privacy and live free of discrimination, honors the human dignity inherent in all. Rescinding these fundamental rights, serves to divest our neighbors of their essential humanity and exacerbates the danger many live with every day. The Needham Human Rights Committee urges our community to join the effort to uphold the current Public Accommodations Law in Massachusetts, guaranteeing continued equal protection under the law for all transgender and gender non-conforming individuals in the Commonwealth.

Needham Community Television Development Corporation (NCTDC)

Board of Directors

Michael Greis, President
Tom Loughran, Vice-President
Peter Hess, treasurer
Robert Boder, clerk
Richard Dollase
Michael Fraini
Arnold Goldstein
Daniel Schwartz
Jonathan Tamkin

Staff

Marc Mandel, Executive Director
Michael Levin, Programming Manager
Chris Dugan
Kathleen Fitzgerald
Natalie Guthrie
Ashley Julier
Elizabeth Kalaijian
Derick Risner

PURPOSE

The Needham Community Television Development Corporation was established in 1985 as a 501(c)3, not-for-profit corporation whose members are appointed by the Needham Select Board. The mission of the organization is to provide public access, educational and municipal programming through **The Needham Channel** for cable television subscribers in the town of Needham. The Needham Channel's video programming is available through separate municipal,

educational and community channels on the systems of each of Needham's cable TV providers (Comcast, RCN & Verizon) and online.

The Needham Channel's studio and offices are located at 257 Chestnut Street. The NCTDC also provides and maintains video production equipment at Town Hall, Broadmeadow School (School Committee), the Needham Public Library Community Room and the Public Services Administration Building.

In addition to regular coverage of the Needham Select Board, School Committee, Board of Appeals and Town Meeting, the staff generates a live weekly newscast, covers high school athletics, and produces documentary and special event coverage for town and school events. The Needham Channel provides training opportunities for volunteers of all ages and collaborates with the town government to share vital information with the community.

Access to local news and information is more important than ever at a time when technological disruption of the media industry has resulted in a significant loss of coverage of local communities. Everything we do is focused on Needham. Our goal is not just to be a part of the community, but to build a stronger community by increasing awareness of what makes Needham special, sharing what makes it work and enabling robust community discourse.

FY2019 HIGHLIGHTS

- Produced 355 programs, including 62 municipal meetings, 74 high school sporting events, and 52 newscasts.
- Debuted "METCO: Yesterday. Today. Tomorrow." and five segments of the Needham Channel documentary series on Needham school houses.
- Featured programs included collaborations with the Domestic Violence Action Committee, Needham League of Women Voters, Progressive Needham, the Needham Science Center, One Wingate Way, Zoning Board of Appeals, the Needham Recycling and Transfer Station, Needham Public Schools, Needham Heights Neighborhood Association, the Green Needham Collaborative, Needham History Center and Museum, the Massachusetts Committee on Ways and Means, and Needham Department of Public Health.

- Introduced wireless video and headset systems to reduce the amount of wiring needed for our field shoots.
- Launched our High-Definition channel on Verizon Fios.

- Purchased a new projector and integrated it into the Broadmeadow Performance Center A/V system, as well as our built-in production system.
- Donated, installed, and provided training for new control room equipment at the Needham High School television studio as part of an initiative to upgrade their systems to high definition.

HISTORICAL COMMISSION

Don Lankiewicz, Chair *Jeffrey Heller*
Gloria Greis *Laura Dorfman*
Rose Doherty *Dylan Attia*
Rick Hardy

PURPOSE

The Historical Commission was created to ensure the preservation, protection, and development of the historical assets that are the visible evidence of the Town of Needham's history. The commission conducts research to identify places of historic or archeological value, and seeks to coordinate the activities of unofficial bodies organized for similar purposes. The commission communicates with the Select Board about recommendations as to the whether an asset should be certified as an historical or archeological landmark.

The functions of the Historical Commission include:

- Assisting residents in obtaining historical information about the town
- Reviewing proposed demolition projects in accordance with the demolition delay by-law (2.11.5)
- Working with the town in the evaluation of the future use of historic buildings

FY2019 HIGHLIGHTS

- **First Baptist Church** The Historical Commission met with representatives of the First Baptist Church of Needham regarding renovations and repairs to its historic structure's façade. The Commission recognized the church building as a historic asset to the town, as attested by its inclusion in both the Needham Historic Inventory and the Massachusetts Register of Historic Places, and the proposed project was consistent with the Commission's goal of the historic preservation.

- **John Mills House** The Historical Commission met with owners of 1479 Great Plain Avenue (John Mills House) in the McIntosh Corner Historic District and in December 2018 approved a plan to preserve and renovate the historic house. The plan preserved not only an important historic house but also the integrity of the McIntosh Corner National Historic District. [**NOTE:** The property was later sold to Silva Development LLC which proposed demolishing the historic home, and the Historical Commission voted to impose a demolition delay in November 2019.]

- **Morse-Bradley House at Ridge Hill Reservation** The property is currently the subject of a town study to determine its future use, including the cost of demolition. While the commission opposed demolition, it recognized the high cost of renovation and code compliance. It was further observed that the Commission's efforts and the potential CPC funds were better spent on promoting the preservation of the Emery Grover Building.

- **National Register Designation** The Historical Commission voiced its opposition to the Department of the Interior's proposed changes to the National Register Designation. The proposed changes will shift the authority to initiate and evaluate nominations on federal land (including tribal land) to the federal government alone and away from localities and local organizations. The Commission posted comments on the Department of the Interior's website and sent letters to Senators Edward Markey and Elizabeth Warren and Representative Joseph Kennedy to express its opposition to the changes.

- **Succession Plan for Officers** The Commission approved a plan to rotate Commission officers. The Chair will serve for one year (starting in April after the town elections), assisted by a Vice-Chair and a Secretary. Each April, the Vice-Chair will succeed to Chair, the Secretary to Vice-Chair, and a new Secretary will be chosen.

- **Other Committees and Commissions** Members of the Historical Commission represented the Commission as a designated member of the Community Preservation Committee and the town's committee to study the feasibility of renovating the Emery Grover Building.

NEEDHAM FREE PUBLIC LIBRARY

BOARD OF TRUSTEES: *Richard C. Hardy, Chair, Kathleen M. Cahill, Anna Giraldo-Kerr, Thomas M. Harkins, Robert A. Petitt, Gregory J. Shesko, Carol J. Thomas*

The Board of Library Trustees derives its authority from Massachusetts General Laws, Chapter 78, Sections 10 and 11, and the Needham Town Charter Part 3, Section 19. In conjunction with its Strategic Plan, the Board of Library Trustees has adopted the following Vision and Mission Statements.

VISION STATEMENT

The library will provide and expand resources and information to satisfy curiosity and will provide opportunities to discover and share new ideas.

The library will be a vibrant and welcoming place for all people to gather, meet, and learn.

The library will create opportunities for programs, services, and outreach, by building partnerships with institutions, such as schools, businesses, and organizations.

MISSION STATEMENT

The Needham Free Public Library provides access to materials, resources, and information in its endeavor to expand minds, celebrate diversity, embrace differences, and build community.

LIBRARY STAFF

Ann C. MacFate, Director, Demetri Kyriakis, Assistant Director, Diane T. Browne, Technical Services Supervisor, Paula A. Dugan, Children's Supervisor, Stefanie L. Claydon, Reference Supervisor, Danielle Tawa, Technology Specialist/Archivist, Gay Ellen Dennett, Reference Librarian/Program Specialist, Sarah N. Breen, Reference

Librarian/AV Specialist, Erin G. Bassett, Reference Librarian/ Young Adult Specialist, Veronica L. McCarthy, Children's Librarian, Deborah A. Lovett, Circulation Supervisor, Carolin S. Davis, Assistant Children's Librarian, Manuela R. LaCount, Assistant Cataloger, Karen H. Donaghey, Library Assistant, Lu-Ann M. Caron-Leslie, Library Assistant; ***Part-Time Reference Staff:*** *Jeffrey R. Arnold, Elizabeth A. LaRosee, Leigh R. Rudikoff;* ***Part-Time Children's Staff:*** *Lucia S. Dolan, Steven A. Fowler, Elise R. Katz, Marianne R. Sorensen;* ***Part-Time Administrative Assistant:*** *Jenna A. White;* ***Part-Time Library Assistants:*** *Sandra J. Bedigan, Meghan Cericola, Annalisa Bishop, Eric J. Highers, Chelsea E. Brown, Judith G. Johnson, Charlotte R. Buxton, Janet S. Krawiecki, Phyllis J. Cashman, James H. Lawrence-Archer, Billie Jean Milligan, Deborah J. Reardon, Sebastien B. Sulser, Nancy D. Teich, Joan P. True;* ***Custodial Staff:*** *Angel R. Lopez, Jeffrey Jacquart*

FY2019 HIGHLIGHTS

JULY

- Digital Commonwealth digitized twenty-eight boxes of negative pictures of Needham houses that were standing in the 1950s. All the pictures may be accessed through the library's website.
- 531 children participated in the Summer Reading Club "Libraries Rock!"
- Young Adult Summer Programs included drumming lessons, painting kindness rocks, and creating garden stepping stones.

AUGUST

- Children's Summer Reading activities included a dance workshop; a Makey Makey music STEAM session; a summer film series; and a Polynesian dance, music, and storytelling program. The finale was the *Didgeridoo Down Under* show.
- The Teen/'Tween Summer Reading Program concluded with a birthday party for the great Percy Jackson.
- Representatives from the Needham Human Rights Committee, Needham Diversity Initiative, Needham Coalition for Transgender Rights, Friends of the Needham Library, Library Foundation of Needham, and Needham Library Trustees met and discussed the upcoming diversity books selections and meeting dates

SEPTEMBER

- The Board of Trustees welcomed new trustee Anna Giraldo-Kerr.
- The popular afternoon and evening book discussion groups resumed, with the afternoon group reading *A Higher Call: An Incredible True Story of Combat and Chivalry in the War-Torn Skies of World War II* by Adam Makos and the evening group reading *Playing with Fire: The 1968 Election and the Transformation of American Politics* by Lawrence O'Donnell.
- The library and the Needham Human Rights Committee chose *Life Animated: A Story of Sidekicks., Heroes, and Autism* by local author Ron Suskind for this year's One Book, One Community Read.
- Popular local lecturer Bob Begin presented a program, *The Coconut Grove Fire.*
- The Children's Room established six STEAM-themed clubs:
    - Kid Coders
    - Tinker Thinkers' Invention Club
    - Crazy 8's Math Club (2)
    - Code Breaker
    - Girls Who Code

OCTOBER

- The Friends of the Needham Public Library held another incredibly successful fall book sale. This sale marked the 46th year of Friends' book sales.
- The library hired Veronica McCarthy to fill the newly created position of full-time Children's Librarian.
- The first session of the McIver Series featured Professor David Alan Grier speaking on *Artificial Intelligence and the Road Ahead*
- The Children's Room staff participated in the first ever Massachusetts STEAM Week

NOVEMBER

- The Massachusetts Board of Library Commissioners certified the library for FY19.
- Children' Supervisor Paula Dugan presented a workshop for school teachers at the November STEAM Summit.

DECEMBER

- 1,428 people enjoyed six New Year's Needham children's programs—two programs each of *Magic by George, Vanessa Trien and the Jumping Monkeys,* and *Storyteller Diane Edgecomb*
- The Young Adult Department arranged an AP U.S. History Practice Exam Study Night. Forty-two students received help from two high school history teachers at this first attempt at a subject-specific study night.
- Broadmeadow School fifth-graders visited the library and participated in a Skype program with NASA.

JANUARY

- In collaboration with Needham High School, the Young Adult Department sponsored a high school study night for students studying for the SAT exams.
- The Library Foundation of Needham sponsored the subscription to the database *Lynda.com*, where people may pursue their career goals.

FEBRUARY

- Needham author Hannah Orenstein reviewed her new book, *Playing with Matches*, for a large, appreciative audience
- The Young Adult Department sponsored *Alohomora*, a Harry Potter Escape Room.
- The Friends of the Library sponsored the purchase of *Kanopy*, a popular, on-demand, film streaming service.

MARCH

- Needham author Alexander Newman discussed his book, *Esau: The Bible's Mightiest Villain*, which expands upon the Biblical story of twin brothers, Jacob and Esau.
- More than 3,600 people enjoyed the more than fifty pieces of art in mixed mediums (presented by talented Needham High School students) and the complementing, fantastic floral interpretations (presented by members of the Temple Beth Shalom Garden Club, the Needham Garden Club, and the Kalmia Garden Club) at the annual Needham Art in Bloom show.

- Dr. Brian Glyn Williams presented a program that featured his new book, *The Last Warlord: The Life and Legend of Dostum*.
- The Children's Department arranged a Skype session with the Children's Department of the Needham Market, England, library. The children created models of landmarks in each town and shared historic information.
- With a huge helping hand from the Rotary Club, the library collected 239 pairs of pajamas, as part of the Boston Bruins/Massachusetts Board of Library Commissioners Annual Pajama Drive that benefits Cradles to Crayons and the Mass. Department of Children and Families Wonder Fund.

APRIL

- Children's Supervisor Paula Dugan was chosen to be a participant in the Science on State Street event, a large STEAM fair for families that was held at Framingham State University.

MAY

- The Diversity and Discussion Book Club discussed Matthew Desmond's book, *Evicted: Poverty and Profit in the American City*
- Young Adult Librarian Erin Bassett and Children's Librarian Veronica McCarthy presented a discussion panel on interactive movie programs at the annual meeting of the Mass. Library Association.

JUNE

- The Friends of the Library's Annual Meeting featured journalist/historian Colin Woodard discussing how "early American settlement patterns let to distinct regional cultures that continue to shape the nation's culture and politics."
- The Library Foundation of Needham purchased a Veloxity charging station for public use at the library.
- In FY2019, materials circulation increased by 3.6%
- Use of the library's downloadable programs continued to increase in FY2019 with downloadable book use increasing by 20.4%.
- More than 309,000 people visited the library in FY2019.
- During FY2019, 18,056 children attended a record 508 programs in the Children's Department.
- In FY2019 the library sent 64,536 items to other libraries to fill requests and other libraries sent 65,331 items to Needham to fill patron requests.

FY2020 FORECAST

The library trustees and staff will continue to work on the goals, objectives, and actions contained in the six divisions of the FY2017 – FY2021 Strategic Plan:

- Collections
- Programs and Services
- Technology
- Community Engagement and Partnerships
- Facility
- Staff

Downloadable books, magazines, films, and music will continue to increase in popularity; however, use of print materials will continue to remain as the most popular library service. The

library will continue to experiment with a variety of databases, in order to offer citizens the information that they seek.

DONATIONS TO THE LIBRARY

During FY2019, sixty-two people volunteered 1,738 hours of service to the library. Volunteers mended the library's books, filed reserved items on the shelves at the Circulation Desk, dusted and straightened the library's shelves, put returned materials back on the shelves, and assisted in the Children's Room STEAM program. The Library Trustees and members of the Friends of the Library and the Library Foundation of Needham worked many hours presenting programs, book sales, and other special events. Additionally, the Friends of the Library paid for subscriptions to international magazines; museum passes; adult and children's library programs; books; playaways; DVDs; audio books; young adult books, graphic novels, and audiobooks; and the Kanopy film database subscription. The Library Foundation of Needham provided funds for many of the library's programs, plus the library's subscription to the *OverDrive Advantage* ebook database. The Needham Garden Club supplied weekly flower and plant arrangements for the library's lobby, purchased the pass to the Garden in the Woods, and maintained planters at the Highland Avenue entrance. The Quinobequin Quilters provided the library with a pass to the Quilt Museum. McDonald's, Goldfish Swim School, Architrave Toy Store, TreeTop Adventures, Dedham Bank, The USS Constitution Museum, and the Western Massachusetts Library System donated prizes for the Children's Summer Reading Program. The Massachusetts Department of Conservation and Recreation gave the library a Massachusetts ParksPass to the State's parks. Other people, clubs, groups, and organizations that made significant donations to the library in FY2019 include:

The Needham High School Anime Club
Needham Cultural Council
Volante Farms
Kids' Storytime in Chinese
Yoga instructor Lyn Jekowsky
Babson College Kappa Kappa Gamma Sorority
Family Access of Newton
Riverside Early Intervention
People and Pets
Sisters of Loretto

Thank you to the many individuals who displayed their paintings and pictures in the Friends' Gallery and showed their handicraft work in the library's display cases. You provided everyone with a visual feast. Thank you also to the many individuals who made memorial and honoring donations to the library during FY2019. The Trustees and staff are grateful to everyone who made a donation to the library. You enrich the library's collections, as well as the lives of the people of Needham.

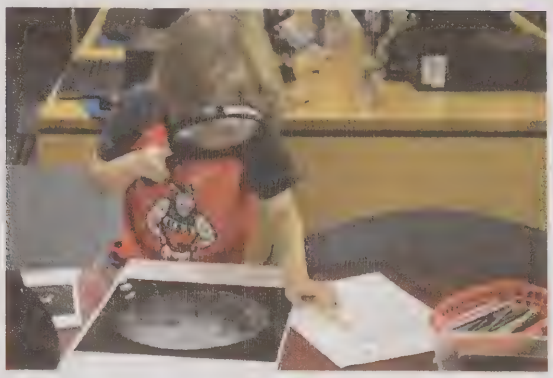
	FY2017	FY2018	FY2019
Memorials and Cash Donations	$61,566	$62,513	$63,439
Value of books, DVDs, etc. donated	$6,533	$11,772	$10,001

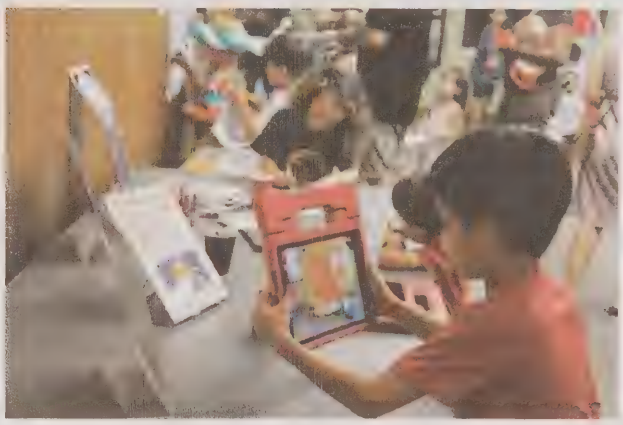
DEPARTMENTAL STATISTICS:

	FY2017	FY2018	FY2019
Adult Department:			
Circulation (books, DVDs, CDs, periodicals, ebooks, eperiodicals, emusic)	293,259	289,324	297,212
Items loaned to other libraries	55,937	61,189	64,536
Items borrowed from other libraries	64,843	63,559	65,331
Total money returned to Town from fines, fees, lost books, etc.	$39,798	$39,177.31	$35,195.62
Reference Department:			
Reference questions answered	17,912	19,412	19,714
Directional questions answered	8,408	8,240	7,797
Number of people using Genealogy Room	85	73	68
Number of people using Study Rooms	6,831	7,818	7,015
Remote Access	237,850	227,576	189,743
Children's Department:			
Circulation (books, DVDs, CDs, periodicals)	207,804	203,070	213,123
Reference questions answered	18,344	17,894	16,542
Story times and other programs	424	456	508
Attendance at programs	17,346	15,993	18,056
Technical Services Department:			
Adult books added to collection	7,361	20,951	8,979
Adult books withdrawn	5,725	10,182	14,587
Children's books added to collection	11,088	4,785	3,718
Children's books withdrawn	9,489	6,084	6,635
Audio items added	1,265	1,317	1,269
Audio items withdrawn	627	1,608	2,296
Visual items added	2,070	412	2,315
Visual items withdrawn	985	321	1,927
Total Collection	175,273	184,696	175,532

MISCELLANEOUS STATISTICS

Number of registered borrowers	18,214	17,894	19,460
Total hours open	3,437	3,469	3,466
Attendance	333,543	315,377	309,931
Number of Community Room Bookings	586	600	544





NEEDHAM HOUSING AUTHORITY

Needham Housing Authority's mission is to provide decent, safe and affordable housing for low to moderate income families and individuals and to offer programs and resources to improve the quality of life for residents, program participants and the broader Needham community while respecting the rights and privacy of all. For over 65 years, the Authority has faithfully served the town of Needham by administering State and Federal aided housing programs that provide affordable and low income housing opportunities for Needham's elderly, disabled, and family populations.

The Authority owns and/or manages 416 units of affordable housing distributed as follows within the town of Needham:

Units	Program	Location	Bedroom size
152	State (Ch.667) Elderly/disabled	Linden & Chambers Street	
8	State (Ch.689) Special Needs	1415 Great Plain Avenue	
46	Federal Elderly/disabled	Seabeds Way	
30	Federal Family	Captain Robert Cook Drive	2, 3 & 4 BR
60	Federal Family	High Rock Estates	
20	Project-Based Vouchers-Sect. 8	High Rock Homes (Rentals)	
20	Mixed Finance	High Rock Townhomes Homeownership-Condo	2 & 3 BR
100	Federal Section 8	Housing Choice Vouchers	Scattered in private housing

Needham Housing Authority provides executive and management services to Wellesley Housing Authority through a management agreement. Wellesley Housing Authority owns and/or manages 235 units of state subsidized family and elderly housing, and has 11 federal Section 8 vouchers.

Oversight of Needham Housing Authority is provided by the following five members of the NHA Board of Commissioners all of whom are residents of Needham. In 2018, Penny Kirk replaced Commissioner Andrew Cohen. Four of the NHA Commissioners are elected by the Town and one Commissioner is appointed by the Governor. The commissioners' service expires in the following manner:

	Office	Term expires
Reginald Foster, Governor's Appointee	Vice /Acting Chair	May 2021
Scott Brightman	Chair	April 2019
Karen Hughey, Resident Commissioner	Treasurer	April 2021
Penny Kirk	Commissioner	April 2023
Peter Pingitore	Commissioner	April 2020

STAFFING

The Interim Executive Director currently supervises five administrative staff employees and five maintenance staff employees at Needham Housing Authority as well as four administrative staff employees and four maintenance employees at Wellesley Housing Authority.

Needham Housing Authority administrative staff is composed of the following individuals:

Executive Director	Maria (Angie) Medeiros
Director of Admissions & Management	Marcia Stulsky

Principle Clerk	Alyssa Catalano
Bookkeeper	Carol Capone
Resident Services Coordinator/	Debra Tambeau
Receptionist	Marie Celestin

Needham Housing Authority maintenance staff is composed of the following individuals: Facilities & Maintenance Manager: Gary Kuphal, Maintenance Foreman: ryan Trundley, Maintenance Mechanics: Dan Mann, Gregory Gillis, Eric Junkins.

The Authority remains committed to providing high quality maintenance, property management, and resident services in order to serve its clients and preserve the existing housing stock as a public resource for decades to come. Staff members regularly attend seminars and training programs to enhance their professional effectiveness.

BUDGET DATA

Needham Housing Authority maintains separate budgets for each of its programs. Monthly rent receipts are the major source of funding for the Authority. Additional operating and capital improvement subsidies are provided through the Department of Housing and Urban Development for the federal programs and the Massachusetts Department of Housing and Community Development (DHCD) for the state programs.

The Authority receives no Town of Needham money for its continued operation and is not part of the Town's budget. Under a management agreement with Wellesley Housing Authority, Needham Housing Authority collects a monthly management fee for the administration and oversight of its programs and properties.

The annual budget of Needham Housing Authority is a public record and is available for review at the Authority's office at 28 Captain Robert Cook Drive, Needham. The latest audit was completed for FYE December 2019 and was performed by Marcum, Certified Public Accountants.

FY2019 HIGHLIGHTS

The NHA has completed an extensive planning study with Abacus Architects for a comprehensive evaluation of all NHA properties to identify redevelopment/modernization opportunities.

- Capital improvement projects included Adaptable bath upgrades at the 1415 Great Plain Ave. Group Home, Flooring Replacement at Common areas of the Seabeds Way development, and Emergency Paving Repairs at the Chambers Street development.
- Energy Audits Initiated by Maintenance Supt. Gary Kuphal resulted in grants for new boilers at the Captain Robert Cook and High Rock Estates developments.
- Two HUD REAC inspections were performed successfully in 20 at both Seabeds/Captain Robert Cook and the High Rock Estates inspections.

WAIT LIST

- The average wait time for a one-bedroom unit is one to two years. The two- and three-bedroom list was reopened, and the wait for four bedrooms is over 5 years.

PERSONNEL

- Maria Angel (Angie) Medeiros was hired as Executive Director in May 2019.
- Marcia Stulsky was hired as Director of Admissions & Management in January 2020.

HIGH ROCK ESTATES

The High Rock Estates family housing consists of 60 single family homes located on Fairview St., Memorial Circle, Yurick Rd., Murphy Rd., and Linden St. The homes are part of the federal portfolio and are subsidized through the Department of Housing and Urban Development.

LINDEN/CHAMBERS STREET SENIOR HOUSING

The Linden/Chambers senior housing complex continues to provide conveniently located, affordable housing options for seniors and disabled individuals. The Board of Commissioners continues to explore the feasibility of redeveloping this community and replacing the current units with modern, one-bedroom apartments with increased accessibility for disabled residents.

Care Connections, a cooperative venture with Springwell and Needham Housing Authority provides support for senior and disabled residents who require a little assistance with their activities of daily living. Springwell provides two overnight on-site personnel for urgent care at Linden/Chambers. An additional full-time care coordinator works with residents and sets up services such as homemaking, transportation, medication reminders, at-home meal delivery and other available community services. The costs for these resident services are income and need based and are provided to residents on a sliding scale.

Needham Housing Authority is pleased that this option exists for Needham residents and we remain committed to helping our senior residents live independently for as long as possible. Interested seniors or families of seniors may request an application for housing by contacting Needham Housing Authority management office at 781-444-3011.

CAPTAIN ROBERT COOK DRIVE AND SEABEDS WAY

Captain Robert Cook Drive is a family complex, which receives funding from the Department of Housing and Urban Development. Upgrades this year included improvements to the playground area. Seabeds Way, a senior complex, funded by the Department of Housing and Urban Development, suffered significant winter damage, and has been under reconstruction throughout the year. Residents remained in place during reconstruction. Annual federal capital funds and an emergency capital fund grant were used to partially fund the repairs.

COMMUNITY PARTNERSHIPS

The Authority works in collaboration with many local organizations and businesses including Needham Community Council, Cradles to Crayons, Toys for Tots, Needham High School, The Needham Community Farm, Noble and Greenough School, Needham Park and Recreation Department, the Linux Club, and the Kalmia Club, and several churches and synagogues. These important partnerships provide residents with additional services and opportunities.

RESIDENT SERVICES

Our Resident Services Coordinator assists families and seniors residing in our communities by connecting them to area service agencies and resources. Debra Tambeau, Resident Service

Coordinator, works closely with the Needham School Department coordinating the school curriculum with the After School Program provided at the Cook's Drive Community Room. Generous donations from Needham Bank, Dedham Bank, Needham Women's Club, Roche Brothers, and Muzi Motors provide some of the funding for this program. The Needham Community Farm provides fresh fruits and vegetables to residents through their Mobile Market Delivery service during the summer months. Trader Joe's provides free fruit and vegetables. Residents of Seabeds Way also benefit from the Trader Joe's donations. Cradles to Crayons, Toys for Tots and Backpack Basics are organizations that provide clothing and books, holiday toys and back to school backpacks. Occasional parties and entertainment are provided at the Chambers and Seabeds Community Rooms. The Police organize an annual cookout for the Captain Robert Cook Drive family neighborhood.

CONTACT INFORMATION

The administrative office is located at 28 Captain Robert Cook Drive in Needham. You may contact NHA staff by phone at 781-444-3011 or by email: NeedhamHA@aol.com.The office is open Monday through Friday from 8:00 A.M. until 4:00 P.M. (The office is closed to the public on Fridays)

Park and Recreation Commission

Christopher J. Gerstel, Chairman
Cynthia J. Chaston, Vice Chairman
David C. DiCicco, Member
Michelle S. Geddes, Member
Matthew M. Toolan, Member

Patricia M. Carey, Director
Angela O'Connor, Assistant Director
Chris Burnham, Recreation Supervisor
Kristen Wright, Administrative Specialist

PURPOSE

Empowered by Chapter 45 of the General Laws of the Commonwealth of Massachusetts, the Park and Recreation Commission:

Provides balanced, year-round recreation programming and leisure services for all ages.

- Serves as steward of over 300 acres of public parkland including the Town Forest; and schedules recreation and athletic facilities.
- Manages Rosemary Pool and Lake as the principal aquatic recreation facility.
- Provides long-range open space and recreation planning.
- Coordinates and provides support services for many community organizations.
- Provides youth leadership training and volunteer resource development.
- The five members of the Park and Recreation Commission are elected to three-year terms. The Commission typically meets on the second and fourth Mondays of each month.

FY2019 HIGHLIGHTS

The benefits of Park and Recreation services, in communities across the country, are endless, and the Needham Park and Recreation Commission is proud of the partnerships it has developed with many in the Town to enhance the lives of all Needham residents.

The National Recreation and Park Association has conducted research on three core principles that include *Conservation:* protecting open space, connecting children to nature, and engaging communities in conservation practices; *Health and Wellness:* leading the community to improved health and wellness through parks and recreation; and *Social Equity:* ensuring all people have access to the benefits of parks and recreation. Needham Park and Recreation continues to strive to meet these three pillars through services, programs and facilities.

Rosemary Recreation Complex

Throughout the FY2018, construction continued on the two pools, site and new building, and as FY2019 started, the end could be seen. The Summer of 2018 was a busy one, with lots of packing for the move from PSAB to RRC. The Park and Recreation staff moved to the new building in early August and started training the staff for the pools. On August 11, 2018, the pools and spray deck opened for a two-week trial, with over 7,000 visitors in fourteen days. The brief opening provided guidance on how to prepare for the Summer 2019 full season. In late August 2018, the Public Health Division moved into the building. Once the fall began, many new programs were offered by Park and Recreation in the beautiful new multi-purpose room.

The Park and Recreation Commission held a ribbon cutting event on May 31, and the pools opened for the season on Saturday, June 1, 2019. It was a very busy summer, with almost 50,000 visitors through the end of August.

ECONOMIC BENEFITS

- Commission waived $18,000 of Summer Program fees for Needham individuals and families in need of assistance and $43,000 for pool memberships, to enable all to have access to recreation and leisure activities. The program fees waived were consistent with prior years, but the pool membership fees that were waived were an increase, in part due to higher fees being charged;
- Commission generated almost $520,000 in revenue that was deposited into the Town's General Fund, an increase of more than $200,000 from the prior fiscal year, primarily due to the sale of pool memberships;
- Department offered programs through the use of revolving fund fees, generating $474,000 in revenue for the cost of running those programs, and fee-based services, including Field Maintenance and Athletic Field lights fees, an increase of more than $200,000, due to the addition of new program opportunities;
- Commission conducted annual review of program fees, ensuring that all direct costs were covered by the fees paid by residents who participate in programs;
- Assisted with field maintenance projects financed through Field Maintenance Fee, paid by groups using town-owned athletic fields, allowing the DPW Parks and Forestry Division to reduce the damage to fields from overuse;

- The Needham Cultural Council, Louise Condon Realty, Middlesex Savings Bank, Dedham Institute for Savings Bank, Roche Bros, Copley Motorcars, Friends of Denise Garlick, Exchange Club, North Hill, Salib Dental Care, and many Needham residents donated funds in support of the 2019 summer Arts in the Parks concert series and Children's Theatre performances;
- May 2019 Town Meeting authorized funding for additional staffing at the Pools; and the construction funding from the Athletic Facility Improvements Fund for replacement of the synthetic turf at DeFazio Park and Memorial Park. Town Meeting also continued to add funds to the Athletic Facility Improvements Fund for future projects;
- Projects funded from Community Preservation Funds in FY19 included playground improvement funds; renovation of the athletic fields at Cricket Field; Rosemary Lake improvement projects including a new dock, a picnic shelter at the camp property and trail improvements; and design funds for a trail head with parking on the Rail Trail.

COMMUNITY BENEFITS

- The Needham Accessible Reservoir Trail was a popular destination through all four seasons. The half-mile loop has two fishing docks, a bridge to connect the trail at the stream, and an accessible trail with specialized stone dust, boardwalks and concrete. The trail is for all abilities and ages, including those with physical or sight challenges;
- The Bay Colony Rail Trail was active, with residents regularly using the trail throughout the year. Future projects include the addition of parking, and a connection to Chestnut Street;
- The two sections of the Sudbury Aqueduct in Needham are now available for pedestrian use. The "western section" travels from Great Plain Avenue through Babson College and Olin College before re-entering Wellesley; and the "eastern section" picks up after Hunnewell Street, passing through the Eliot School and parallel to Central Avenue until it reaches Hemlock Gorge and Echo Bridge;
- The final new trail in Needham, the Hillside Knoll, was built at the Sunita Williams School but would not be available for use until after the new school would be ready to open;
- Eagle Scout projects were completed at the Town Forest (Andrew Horton) and Rosemary Recreation Complex (Nick Savage);
- Director worked with DPW Parks and Forestry on research and specifications for new synthetic turf pads and carpets at DeFazio Park and Memorial Park, to be installed in Summer 2019;
- Commission approved donation of some minor improvements at Riverside Park, offered by the developer on the adjacent parcel, including new fencing and plantings;
- Part-time playground maintenance specialist performed weekly maintenance tasks at each site;
- Director worked with DPW Building Maintenance on plans to replace water bubblers at some of the parks;
- The Mitchell School opened a new playground, through funding available from the School Department. This new playground has features for Kindergarten students up through Grade Five;
- Summer staff assisted Trustees of Memorial Park with clean-out of building prior to the start of construction;
- Youth Services' Project Van provided a summer carnival day at the Summer Playground program, painted exterior walls at the Cricket building, and worked on park clean-up projects at Claxton and Newman with DPW Parks and Forestry;
- Held Field Scheduling Summit, with sport league officials for 17th year, regarding annual use of athletic fields, and continued long-term project on working with leagues to revise field scheduling policies to relieve overuse of fields and to benefit participants;

- Celebrated the contributions of the DPW to Park and Recreation facilities and projects with "Touch the Trucks," an annual community event;
- Park and Recreation Commission continued the pilot mobile food vendor program at DeFazio Park, with vendors able to register for specific Saturday or Sunday time slots through the Town Manager's Office;
- The middle school Youth Center program, now called TGIF (Teens, Games, Infinite Fun) continued with Early Release Day trips including: Boda Borg, snow tubing at Ski Ward, Apex, and Central Rock Gym;
- Department provided regular social media updates through Facebook, Instagram, and TGIF Instagram;
- Director participated in monthly emergency management meetings;
- Assistant Director served on the Youth Resource Network to help address specific needs of school-age youth and families that reside and/or attend public schools in Needham.

ENVIRONMENTAL BENEFITS

- Director served on Town's Integrated Pest Management (IPM) Committee with the Town Manager, Parks and Forestry Superintendent, Health Director, Conservation Agent, and Supervisor of Custodians, assisting with enforcement of IPM Plan and Child Safety Act;
- Director participated in training on federal permit – National Pollutant Discharge Elimination System (NPDES) with staff at DPW;
- Department serves as Trails Coordinator, assisting boards with jurisdiction over Needham's trails, and working with a few trail stewards;
- Assistant Director coordinated park and trail clean-up projects in the spring and fall, with more than 1,000 pounds of trash picked up, and works with community groups to do clean-up projects throughout the year;
- Trash left behind at parks, athletic fields, school sites, tennis courts, playgrounds and trails continue to be a discussion, and educational campaigns continue to encourage residents to pick-up trash at any of these sites. The Recycling and Transfer Station will start a pilot program in FY20 at DeFazio Park and Memorial Park with new Big Belly containers and Saturday pick-ups in addition to the three weekly pick-ups;
- Continued implementation of projects listed in completed Trails Master Plan with the Conservation Department.

PERSONAL BENEFITS

- Department is part of national campaign to get "Kids into Nature." Many of the department's programs feature outdoor components;
- Extra emphasis has been placed on focusing on fitness in Park and Recreation programs, as well as insuring that nature is incorporated or featured in programs;
- Participated in discussions with Board of Health, Health Department and youth sports organizations on concussion awareness and possible regulations for coaches participating in concussion awareness training. Most youth programs now have coaches participate in on-line concussion training;
- Held successful annual Spooky Walk in collaboration with Newton/Needham Chamber and annual Family Fishing Festival/Fishing Derby at the Reservoir with the support of local fishing organizations and MA Division of Fisheries and Wildlife;

- Worked with YMCA and Youth Services on annual "Needham Unplugged", including one family night without homework, meetings or events;
- New program offerings included elementary school early release day field trips (Lands Sake Maple Syrup, tubing at Ski Ward, apple picking at Belkin Farm), holiday workshops, Girls on the Run; and pre-school programs. Park and Recreation teamed up with Plugged In Band-Needham to host monthly jam sessions for aspiring bands;
- Administrative Specialist was on primary team overseeing Employee Engagement committees, as part of a Town initiative supported by the Town Manager to ensure all employees feel engaged in their workplace and that they consistently contribute to the future of Team Needham;
- Assistant Director attended Life Is Good program training and became certified as a Pool Manager.

Traffic Management Advisory Committee (TMAC)

Stephen DeLisi, Chair
Tony Del Gaizo (Town Engineer)
Rhain Hoyland (Highway Superintendent)
Lt. John Kraemer (Needham Police Department)
Bob Wilson (Traffic engineer & technical advisor to the TMAC)
Seth Bauer
Justin McClellan
Donna Mullin
Suzanne Stein
Rebecca Tarantino

FY2019 Highlights

The role of the TMAC is to evaluate and make recommendations to the Select Board about public education, enforcement, and improvement of the safety of the public ways in Needham for vehicle, pedestrian, and bicycling traffic. The goal is to enhance the safety of pedestrians, motorists, and bicyclists. Responsibilities include 1) Provide a forum for citizens to seek input on pedestrian, motoring, and bicycling traffic issues; 2) Develop and recommend approaches to enhancing safety issues, including new approaches that will correct or ameliorate existing problems; 3) Monitor the effectiveness of changes or modifications, and share evaluations with the Select Board; 4) review existing policies and procedures to ensure effective communication, coordination, and continuation of sound traffic and transportation programs; 5) Recommend to the Select Board proposals for implementing significant changes to existing programs needing policy, procedural, and/or budgetary action. The Committee is comprised of a combination of Town officials and citizens.

TMAC meets monthly, on the second Wednesday, with occasional postponements due to scheduling conflicts or other factors. The agenda for each meeting is established in advance by petitions submitted to the Town Manager's office, detailing their safety issue and suggestions for improvement. These are reviewed by TMAC members prior to the meeting. At the meeting, each petitioner is invited to summarize their concern and engage in discussion of the relevant issues with TMAC members, for about 15 minutes. When feasible, TMAC will vote on recommended actions. Minutes of the meetings, as well as updates on recommended actions, are made available online.

Over the course of FY19, TMAC met 10 times and addressed 47 matters. Although many petitions raised overlapping issues, the main issues presented to TMAC involve crosswalk safety and

concerns about the speed of motor vehicles on neighborhood streets. Additional issues raised included safety (both for pedestrians and vehicles) at some of the Town intersections, inadequate lighting impacting pedestrian and vehicle safety, and lack of adequate and visible signage. TMAC also heard from residents requesting parking restrictions. When appropriate, TMAC approved remedies such as relocating and/or improving signage, installing speed tabs, updating markings/painting on roads, and recommending increased enforcement. Approximately ten speed/traffic studies were approved, and on some occasions Engineering or the Highway division decided to conduct research to better understand a specific set of problems.

Also, during FY19, the Town was awaiting the recommendations from a consultant hired by the Town of Needham to conduct a town-wide pedestrian safety audit. Near the end of the fiscal year, long time TMAC member Lt. John Kraemer retired from the Needham Police Department and a replacement from the Department on TMAC was pending. TMAC also began to make available online a summary listing of speed study results.

Norfolk County Registry of Deeds

William P. O'Donnell, Register
649 High Street, Dedham, MA 02026

This year we celebrated the rededication of the Norfolk County Registry of Deeds building. The rededication event was the culmination of an extensive repair and renovation project completed at the Registry during the 2019 calendar year. The improvements made at the Registry, including new wiring, painting, repair of ceiling and roof, will allow for further efficiencies for both our employees and customers alike.

The rededication event also saw the release of our Notable Land Records Book Volume 2. We highlighted a notable citizen from each of the twenty-eight Norfolk County communities. These notable citizens included those who have contributed at the local, state and national levels. In addition, the honorees have distinguished themselves in many fields of endeavor including the arts, medicine, the law, military, diplomacy and government.

The Registry of Deeds is the principal office for real property records in Norfolk County. Its mission is to maintain and provide for accurate, reliable and accessible land records to all residents and businesses of Norfolk County. The Registry receives and records hundreds of thousands of documents annually. It houses more than 8.5 million land documents dating back to 1793 when George Washington was President. The Registry is a primary and indispensable resource for title examiners, mortgage lenders, municipal officials, homeowners, title examiners, real estate attorneys, genealogists and others with a need for land record information.

The Registry operates under the supervision of the elected Register, William P. O'Donnell, who has held the position since 2002.

FY2019 Registry Achievements

- Register William P. O'Donnell and his staff continued their direct outreach to town halls, senior centers, businesses, historical commissions and civic groups across Norfolk County. The Register was the guest speaker at the Needham Council on Aging Hot breakfast event on November 20, 2019 and the Register held office hours at Needham Town Hall on January 10, 2019.

- The Registry of Deeds Customer Service and Copy Center continues to provide residents and businesses with quality service. ***This year alone, the Center handled more than 5,000 requests.*** These requests included the filing of Homesteads, accessing deeds, verifying recorded property documents and assisting those in need of obtaining a mortgage discharge notice. Customers can contact the Customer Service and Copy Center at 781-461-6101. Hours of operations are 8:30am to 4:30pm, Monday through Friday.

- In fiscal year 2019, ***the Registry collected approximately $53 million in revenue.***

- The Registry of Deeds continues to address legislative issues to benefit consumers. In 2019, we again filed legislation to advocate for mortgage transparency by requiring mortgage assignments be recorded at the appropriate Registry of Deeds.

- This year saw a record number of electronic recording filers, ***approximately 1,685.*** The Registry is approaching 50% of its recordings being done electronically.

- In 2019, we hit a record high of recording our ***37,380 Registry of Deeds book***. For the sake of security and redundancy, we store our documents 3 different ways: hard copy, electronically and by microfiche.

- In fiscal year 2019, the Registry processed over ***12,000 Homestead applications.*** The law Chapter 188 (M.G.L.) provides limited protection of one's primary residence against unsecured creditor claims.

- The Registry continues to fine tune its completed History Comes Alive Transcription program. The initiative, the first in New England, makes land recorded documents written by scriveners of the 18th and 19th centuries in the old cursive hand writing style much easier to read by converting the words into easy-to-read electronic text. ***The program earned the praise of two-time Pulitzer Prize historian, David McCullough.***

- The internet library of images, accessible to the public through the Registry of Deeds' online research system at www.norfolkdeeds.org continues to expand. Today, all documents dating back to the first ones recorded in 1793 are available for viewing.

- We also continued our commitment to cyber security with annual training of our employees.

- We have enhanced our website by including a genealogy page and a section highlighting land records of notable people – United States Presidents, military heroes, noted authors and leaders in their fields of education, environment and the law

- The Registry's website www.norfolkdeeds.org routinely updates the public on such news as real estate statistics, answers to frequently asked questions, the latest schedule for our community outreach initiatives, along with detailing of our consumer programs. Additionally, we also write a monthly column for various Norfolk County newspapers and their online websites. We also distribute a weekly press release to alert residents of the latest happenings as well as to remind them of our consumer services.

- The Registry's free Consumer Notification Service allows any county resident to opt in to this free notification service and be alerted when any land document – fraudulent or otherwise – is recorded against their name. For more information, please see our website at: www.norfolkdeeds.org. Currently, over 1,100 Norfolk County residents are signed up for this program.

- Register O'Donnell hosted a free computer seminar at the Registry to provide hands-on-training to the general public, municipal officials, real estate professionals, genealogists, and anyone with an interest in Norfolk County land documents.

- The Registry continued its community outreach commitment by working with Interfaith Social Services of Quincy, Father Bill's & MainSpring of Quincy, the VA Boston Healthcare System, Voluntary Service Program and InnerCity Weightlifting on our 'Suits for Success' program. We also support the New Life Furniture Bank of MA in Walpole to assist those who are in need of household items. ***Our Toys for Tots' Drive has collected over the years over 2,000 presents. Our Annual Holiday Food Drive continues to support Food Pantries in Norfolk County. This year's food drive collected enough groceries and household products to be able to visit multiple food pantries. Finally, the Registry has received more than 4,000 pieces of clothing donations for our "Suits for Success" programs.***

Needham Real Estate Activity Report
July 1, 2018 – June 30, 2019

During FY2019, Needham real estate activity saw increases in both total sales volume and average sales price.

There was a 4% decrease in documents recorded at the Norfolk County Registry of Deeds for Needham in FY2019, resulting in a decrease of 209 documents from 5,946 to 5,737.

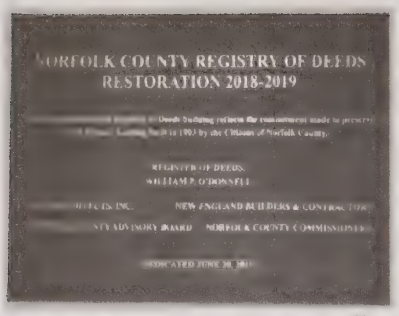
The total volume of real estate sales in Needham during FY2019 was $666,871,306, a 5% increase from FY2018. The average sale price of homes and commercial property was also up 3% in Needham. The average sale was $1,289,886.

The number of mortgages recorded (1,194) on Needham properties in FY2019 was down 10% from the previous fiscal year. However, total mortgage indebtedness increased 14% to $997,459,940 during the same period.

There were 0 foreclosure deeds filed in Needham during FY2019, the same number recorded during FY2018. Homestead activity showed no statistical change in Needham during FY2019 as 572 homesteads were filed compared to 574 in FY2018.

The Needham notable land deeds selection for the Notable Land Records Volume 2 booklet was Aly Raisman, Olympic Captain and Gold Medal Gymnast. Ms. Raisman was born in Needham in 1994 and graduated from Needham High School in 2012. She started gymnastics at the age of two. Aly is the 2016 Olympics' individual all-around silver medalist and floor silver medalist. She also won a gold in the team event. She has won 6 Olympic medals, the second most ever for an Olympic gymnast. She became a brand ambassador in 2016 for UNICEF KID POWER. She bravely and eloquently spoken out as a survivor to stop sexual abuse within the gymnastics community and along with others was the recipient of the Arthur Ashe Courage Award.

Finally, our objective at the Registry will always be to maintain, secure, accurate and accessible land records for the residents and businesses of Norfolk County. It is a privilege to serve you.



This year we celebrated the rededication of the Norfolk County Registry of Deeds building.

Register O'Donnell was the guest speaker at the Braintree Men's Club.

Norfolk County Mosquito Control District

David A. Lawson, Director

NCMCD operations apply an Integrated Pest Management (IPM) approach to mosquito control that is rational, environmentally sensitive, and cost effective.

Surveillance

NCMCD is engaged in an intensive monitoring process through weekly field collections and data analysis in collaboration with the Massachusetts Department of Public Health (MDPH) to detect for disease-vectoring mosquitoes. Virus isolations assist us in focusing our surveillance to hot zones thereby allowing us to alert nearby towns of a potential epidemic. Public requests for service alert us to high numbers of nuisance mosquitoes.

Virus Isolations in the town:	11 samples submitted, 0 isolations in 2019
Requests for service:	114

Water Management

Communication with residents and town/state/federal officials, site visits, monitoring, wildlife management, and land surveys while maintaining regulatory compliance is integral to the management of waterways that may contribute to mosquito breeding. Pre- to post-management documentation allows us to assess the efficacy of our work. Tire collections remove a common breeding site of mosquitoes.

Culverts cleared	55 culverts
Drainage ditches checked/hand cleaned	440 feet
Intensive hand clean/brushing*	400 feet
Brushing for mechanical WM access	1,100
Mechanical water management	50 feet
Tires collected	0

** Combination of brush cutting and clearing of severely degraded drainage systems or streams by hand.*

Larval Control

When mosquito larval habitat management is not possible, larval mosquito abatement is the most environmentally friendly and effective method of mosquito control. An intensive monitoring program, aides in our decision to effectively target culprit locations.

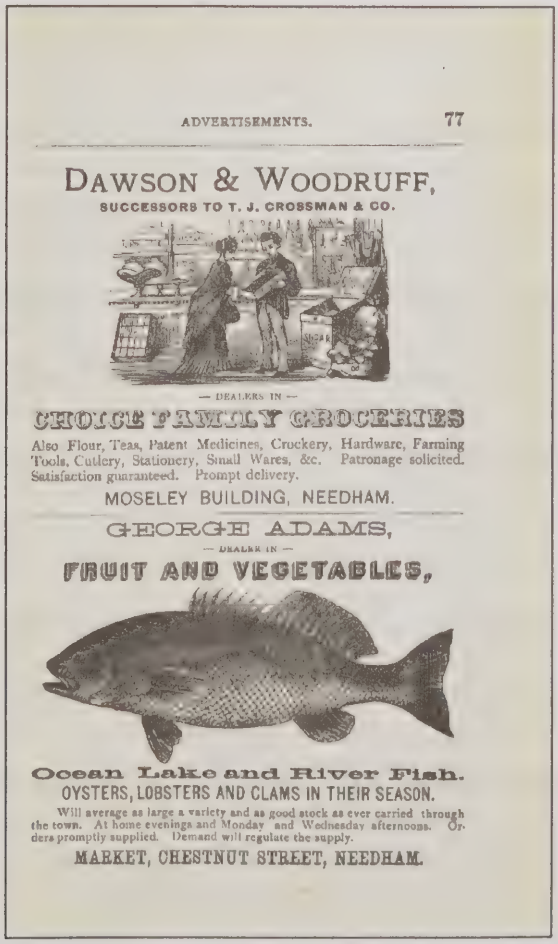
Spring aerial larvicide applications	(April)	187.5 acres
Summer aerial larvicide applications	(May – August)	0 acres
Larval control - briquette & granular applications by hand		0.0 acres
Rain basin treatments – briquettes by hand (West Nile virus control)		2,996 basins
Abandoned/unopened pool or other manmade structures treated		2

Adult Control

Adult mosquito control is necessary when public health and/or quality of life is threatened either by disease agents, overwhelming populations, or both. Our surveillance program, along with service request data and state of the art GPS and computer equipment, allows us to focus our treatments to targeted areas.

Adult aerosol ultra low volume (ULV) applications from trucks 2,392 acres

Barrier applications on municipal property 0



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GEORGE ADAMS,

— DEALER IN —

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Ocean Lake and River Fish.

OYSTERS, LOBSTERS AND CLAMS IN THEIR SEASON.

Will average as large a variety and as good stock as ever carried through the town. At home evenings and Monday and Wednesday afternoons. Orders promptly supplied. Demand will regulate the supply.

MARKET, CHESTNUT STREET, NEEDHAM.

Method	Board/Committee	Member / Term Expiratio
Elected	Park & Recreation Commission	Michelle Geddes 2022
Elected	Park & Recreation Commission	Christopher Gerstel 2021
Elected	Park & Recreation Commission	Matt Toolan 2020
Elected	Planning Board	Paul Alpert 2020
Elected	Planning Board	Ted Owens 2021
Elected	Planning Board	Elizabeth Grimes 2023
Elected	Planning Board	Martin Jacobs 2022
Elected	Planning Board	Jeanne S. McKnight 2024
Elected	School Committee	Connie Barr 2022
Elected	School Committee	Heidi Black 2021
Elected	School Committee	Andrea Longo Carter 2022
Elected	School Committee	Michael Greis 2020
Elected	School Committee	Susan Neckes 2021
Elected	School Committee	Matthew Spengler 2020
Elected	School Committee	Aaron Pressman 2022
Elected	Select Board	John A. Bulian 2021
Elected	Select Board	Matthew D. Borrelli 2020
Elected	Select Board	Marianne B. Cooley 2020
Elected	Select Board	Maurice P. Handel 2021
Elected	Select Board	Daniel P. Matthews 2022
Elected	Town Clerk	Theodora K. Eaton 2022

Method	Board/Committee	Member / Term Expiration
Elected	Trustees of Memorial Park	Mark Forbes 2021
Elected	Trustees of Memorial Park	John Gallello 2020
Elected	Trustees of Memorial Park	James Healy 2022
Elected	Trustees of Memorial Park	Charles J. Mangine 2019
Elected	Trustees of Memorial Park	William J. Topham 2021
Elected	Trustees of Public Library	Lois C. Bacon 2019 *(thru 4/8/19)* Anna Giraldo Kerr 2022 *(elected 4/9/19)*
Elected	Trustees of Public Library	Rose Doherty 2019 *(thru 4/8/19)* Kay Cahill 2022 *(elected 4/9/19)*
Elected	Trustees of Public Library	Richard Hardy 2020
Elected	Trustees of Public Library	Thomas M. Harkins 2020
Elected	Trustees of Public Library	Gregory John Shesko 2021
Elected	Trustees of Public Library	Carol Jean Thomas 2020
Appointed by Select Board	Town Manager	Kate Fitzpatrick 2022
Appointed by Select Board	Town Counsel	David S. Tobin 2020
Appointed by Select Board	Board of Appeals	Kathleen Lind Berardi 2020
Appointed by Select Board	Board of Appeals	Peter Friedenberg 2022
Appointed by Select Board	Board of Appeals	Howard S. Goldman 2020
Appointed by Select Board	Board of Appeals	Jon D. Schneider 2019
Appointed by Select Board	Board of Appeals	Jonathan D. Tamkin 2021
Appointed by Select Board	Cable Television / Advisory Committee	Michael Greis 2021
Appointed by Select Board	Cable Television / Advisory Committee	Peter E. Hess 2020
Appointed by Select Board	Cable Television / Advisory Committee	Tom Loughran 2022

Method	Board/Committee	Member / Term Expiratio
Appointed by Select Board	Cable Television / Advisory Committee	Dan Schwartz 2020
Appointed by Select Board	Cable Television / Advisory Committee	Jonathan D. Tamkin 2021
Appointed by Select Board	Commission on Disabilities	Susan Crowell 2018
Appointed by Select Board	Commission on Disabilities	Debbi Heller 2021
Appointed by Select Board	Commission on Disabilities	Mani Iyer 2021
Appointed by Select Board	Commission on Disabilities	Jeanie Martin 2022
Appointed by Select Board	Commission on Disabilities	Barbara Moss 2021
Appointed by Select Board	Commission on Disabilities	Elaine Saunders 2021
Appointed by Select Board	Commission on Disabilities	Colin (Dale) T. Wise 2022
Appointed by Select Board	Commission on Disabilities	Corine Burke 2022
Appointed by Select Board	Commission on Disabilities	Tatiana Swanson 2022
Appointed by Select Board	Conservation Commission	Sue Barber 2020
Appointed by Select Board	Conservation Commission	Janet Bernardo 2022
Appointed by Select Board	Conservation Commission	Artie Crocker 2022
Appointed by Select Board	Conservation Commission	Stephen Farr 2021
Appointed by Select Board	Conservation Commission	Peter Oehlkers 2022
Appointed by Select Board	Conservation Commission	William Murphy 2020
Appointed by Select Board	Conservation Commission	Alison G. Richardson 2021
Appointed by Select Board	Council of Economic Advisors	Peter Atallah 2021 *(thru 1/10/19)* David Montgomery 2021 *(appointed 2/26/19*
Appointed by Select Board	Council of Economic Advisors	Adam Block 2021
Appointed by Select Board	Council of Economic Advisors	Glen Cammarano 2020

Method	Board/Committee	Member / Term Expiration
Appointed by Select Board	Council of Economic Advisors	William Day 2020
Appointed by Select Board	Council of Economic Advisors	Ted Owens 2021
Appointed by Select Board	Council of Economic Advisors	Maurice P. Handel 2020
Appointed by Select Board	Council of Economic Advisors	Bob Hentschel 2022
Appointed by Select Board	Council of Economic Advisors	Stuart Agler 2021
Appointed by Select Board	Council of Economic Advisors	Richard Putprush 2022
Appointed by Select Board	Council of Economic Advisors	Virginia Fleisher 2022
Appointed by Select Board	Council of Economic Advisors	Anne Marie Dowd 2021
Appointed by Select Board	Council of Economic Advisors	Adam Meixner 2020
Appointed by Select Board	Council of Economic Advisors	Tina Burgos 2020
Appointed by Select Board	Council of Economic Advisors	Matt Talcoff 2020
Appointed by Select Board	Council of Economic Advisors	Michael Wilcox 2022
Appointed by Select Board	Cultural Council	Sharon Breitbart 2022
Appointed by Select Board	Cultural Council	Catherine B. Nanda 2020
Appointed by Select Board	Cultural Council	Ronald Lowry 2020
Appointed by Select Board	Cultural Council	Gail Lustig 2022
Appointed by Select Board	Cultural Council	Kristen Mazzocchi 2020
Appointed by Select Board	Cultural Council	Elise Miller 2020
Appointed by Select Board	Cultural Council	Cathy Freedberg 2021 *(appointed 11/27/18)*
Appointed by Select Board	Cultural Council	Julia Gould 2021 *(appointed 11/27/18)*
Appointed by Select Board	Cultural Council	Yael Halpern 2021

Method	Board/Committee	Member / Term Expiratio
Appointed by Select Board	Cultural Council	Anne McCaffrey 2021 *(appointed 9/11/*
Appointed by Select Board	Cultural Council	Elizabeth Cook 2021 *(appointed 8/7/18)*
Appointed by Select Board	Golf Course Advisory Committee	Roy Cramer 2021
Appointed by Select Board	Golf Course Advisory Committee	Daniel Dain 2021
Appointed by Select Board	Golf Course Advisory Committee	Jack Heavey 2022
Appointed by Select Board	Golf Course Advisory Committee	Richard M. Reilly 2022
Appointed by Select Board	Golf Course Advisory Committee	Christopher Gerstel 2022
Appointed by Select Board	Golf Course Advisory Committee	Jon Schneider 2020
Appointed by Select Board	Golf Course Advisory Committee	MaryGrace Summergrad 2020
Appointed by Select Board	Historical Commission	Robert Boder 2019
Appointed by Select Board	Historical Commission	Don Lankiewicz 2022
Appointed by Select Board	Historical Commission	Rose Doherty 2020
Appointed by Select Board	Historical Commission	Gloria P. Greis 2021
Appointed by Select Board	Historical Commission	Richard C. Hardy 2022
Appointed by Select Board	Historical Commission	Jeffrey Heller 2021
Appointed by Select Board	Historical Commission	Miles Shore, M.D. 2019
Appointed by Select Board	Human Rights Committee	Abdul Cader Asmal 2019 *(thru 1/14/19)* Tracy McKay 2022 *(appointed 3/26/19)*
Appointed by Select Board	Human Rights Committee	Barry Ehrlich 2017
Appointed by Select Board	Human Rights Committee	Cynthia Ganung 2022
Appointed by Select Board	Human Rights Committee	Kerry Hurwitch 2022
Appointed by Select Board	Human Rights Committee	Amelia Klein 2021

Method	Board/Committee	Member / Term Expiration
Appointed by Select Board	Human Rights Committee	Ashok Mehta 2021
Appointed by Select Board	Human Rights Committee	Nadaa B. Ali 2020
Appointed by Select Board	Human Rights Committee	Albert "Bud" Schram 2020
Appointed by Select Board	Human Rights Committee	Jennifer Howard Schroeder 2021
Appointed by Select Board	Human Rights Committee	Marlene Schultz 2020
Appointed by Select Board	Human Rights Committee	Christina Matthews 2020
Appointed by Select Board	Human Rights Committee	Julie Venables 2020
Appointed by Select Board	Human Rights Committee	Jared Pizzuto 2021
Appointed by Select Board	MBTA Advisory Board	Vacant
Appointed by Select Board	Metropolitan Area Planning Council	Maurice Handel 2021
Appointed by Select Board	Metropolitan Area Planning Council	Lee Newman 2022 *(alternate)*
Appointed by Select Board	MWRA Advisory Board	John Cosgrove 2020
Appointed by Select Board	MWRA Advisory Board	Chris Seariac 2019 *(alternate)*
Appointed by Select Board	Needham Community Television Development Corporation (NCTDC)	Robert Boder 2019
Appointed by Select Board	Needham Community Television Development Corporation (NCTDC)	Arnold M. Goldstein 2021
Appointed by Select Board	Needham Community Television Development Corporation (NCTDC)	Michael Greis 2021
Appointed by Select Board	Needham Community Television Development Corporation (NCTDC)	Peter E. Hess 2020
Appointed by Select Board	Needham Community Television Development Corporation (NCTDC)	Tom Loughran 2022

Method	Board/Committee	Member / Term Expiratio
Appointed by Select Board	Needham Community Television Development Corporation (NCTDC)	Michael Fraini 2022 *(appointed 1/29/19)*
Appointed by Select Board	Needham Community Television Development Corporation (NCTDC)	Richard Dollase 2020
Appointed by Select Board	Needham Community Television Development Corporation (NCTDC)	Dan Schwartz 2020
Appointed by Select Board	Needham Community Television Development Corporation (NCTDC)	Jonathan Tamkin 2021
Appointed by Select Board	Needham Community Revitalization Trust Fund Committee (NCRTF)	Robin Brodsky 2019
Appointed by Select Board	Needham Community Revitalization Trust Fund Committee (NCRTF)	Bradley White 2020
Appointed by Select Board	Needham Community Revitalization Trust Fund Committee (NCRTF)	Carol deLemos 2021
Appointed by Select Board	Needham Community Revitalization Trust Fund Committee (NCRTF)	Paul Good 2021
Appointed by Select Board	Needham Community Revitalization Trust Fund Committee (NCRTF)	Timothy Kickham 2019
Appointed by Select Board	Needham Community Revitalization Trust Fund Committee (NCRTF)	MaryRuth Perras 2020
Appointed by Select Board	Norfolk County Advisory Board	Ron Furman 2020
Appointed by Select Board	Property Tax Assistance Committee	Jill C. Kahn-Boesel 2020
Appointed by Select Board	Property Tax Assistance Committee	Elizabeth Handler 2020
Appointed by Select Board	Property Tax Assistance Committee	Richard Zimbone 2020
Appointed by Select Board	Property Tax Assistance Committee	Evelyn Poness *(ex-officio)*
Appointed by Select Board	Rail Trail Advisory Committee	John Bulian 2020
Appointed by Select Board	Rail Trail Advisory Committee	Patricia Carey

Method	Board/Committee	Member / Term Expiration
Appointed by Select Board	Rail Trail Advisory Committee	Christopher Gerstel 2022
Appointed by Select Board	Rail Trail Advisory Committee	James Goldstein 2020
Appointed by Select Board	Rail Trail Advisory Committee	Dmitry Gorenburg 2020
Appointed by Select Board	Rail Trail Advisory Committee	Gerry Koss 2020
Appointed by Select Board	Rail Trail Advisory Committee	Edward Olsen
Appointed by Select Board	Regional Transportation Advisory Council	Rhain Hoyland 2020
Appointed by Select Board	Regional Transportation Advisory Council	David Montgomery 2020
Appointed by Select Board	Registrars of Voters	Ann Cosgrove 2021
Appointed by Select Board	Registrars of Voters	John W. Day 2019
Appointed by Select Board	Registrars of Voters	Barbara B. Doyle 2020
Appointed by Select Board	Registrars of Voters	Theodora K. Eaton *(ex-officio)*
Appointed by Select Board	Solid Waste and Recycling Advisory Committee	William Connors 2022
Appointed by Select Board	Solid Waste and Recycling Advisory Committee	David Ecsedy 2020
Appointed by Select Board	Solid Waste and Recycling Advisory Committee	Jeffrey Heller 2021
Appointed by Select Board	Solid Waste and Recycling Advisory Committee	Steve Rosenstock 2021
Appointed by Select Board	Taxation Aid Committee	Elizabeth Handler 2020
Appointed by Select Board	Taxation Aid Committee	Helen Newton 2022
Appointed by Select Board	Taxation Aid Committee	Richard Zimbone 2022 *(appointed 8/17/18)*
Appointed by Select Board	Taxation Aid Committee	Evelyn Poness *(ex-officio)*
Appointed by Select Board	Technology Advisory Board	David Davison *(ex-officio)*
Appointed by Select Board	Technology Advisory Board	Kerry Hurwitch 2022

Method	Board/Committee	Member / Term Expiration
Appointed by Select Board	Technology Advisory Board	Matthew Howell 2022
Appointed by Select Board	Technology Advisory Board	Ann Gulati *(ex officio)*
Appointed by Select Board	Technology Advisory Board	Clifford Hayden 2019
Appointed by Select Board	Technology Advisory Board	Roger MacDonald *(ex-officio)*
Appointed by Select Board	Technology Advisory Board	Michael Mathias 2020
Appointed by Select Board	Technology Advisory Board	Carl Rubin 2020
Appointed by Select Board	Traffic Management Advisory Committee	Anthony DelGaizo 2021
Appointed by Select Board	Traffic Management Advisory Committee	Stephen Delisi 2021
Appointed by Select Board	Traffic Management Advisory Committee	John Kraemer 2020
Appointed by Select Board	Traffic Management Advisory Committee	Suzanne Stein 2022
Appointed by Select Board	Traffic Management Advisory Committee	Rhain Hoyland 2021
Appointed by Select Board	Traffic Management Advisory Committee	Donna Mullin 2022
Appointed by Select Board	Traffic Management Advisory Committee	Seth Bauer 2020
Appointed by Select Board	Traffic Management Advisory Committee	Kara Holmquist 2019 *(thru 2/25/19)* Reb Tarantino 2022 *(appointed 3/12/19)*
Appointed by Select Board	Traffic Management Advisory Committee	Justin McCullen (2020)
Appointed by Select Board	Water & Sewer Rate Structure Committee	John P. Cosgrove, Jr. 2020
Appointed by Select Board	Water & Sewer Rate Structure Committee	Tom Loughran 2022
Appointed by Select Board	Water & Sewer Rate Structure Committee	Nick Renzulli 2019
Appointed by Select Board	Water & Sewer Rate Structure Committee	Steve Rosenstock 2020
Appointed by Select Board	Water & Sewer Rate Structure Committee	John Tallarico 2022

Method	Board/Committee	Member / Term Expiration
Appointed by Moderator	Finance Committee	Barry Coffman
Appointed by Moderator	Finance Committee	John Connelly
Appointed by Moderator	Finance Committee	Carol Smith-Fachetti
Appointed by Moderator	Finance Committee	Tom Jacob
Appointed by Moderator	Finance Committee	Garrett Parker
Appointed by Moderator	Finance Committee	Richard Lunetta
Appointed by Moderator	Finance Committee	Louise Miller
Appointed by Moderator	Finance Committee	Richard Reilly
Appointed by Moderator	Finance Committee	Joshua W. Levy
Appointed by Moderator	Personnel Board	Vacant
Appointed by Moderator	Personnel Board	Joseph Herlihy
Appointed by Moderator	Personnel Board	Vivian Hsu
Appointed by Moderator	Personnel Board	Richard Lunetta
Appointed by Moderator	Personnel Board	Vacant
Mixed Appointing Authority	Community Preservation Committee	Paul Alpert *(Planning Board)*
Mixed Appointing Authority	Community Preservation Committee	Robert Boder *(Historical Commission)*
Mixed Appointing Authority	Community Preservation Committee	Joe Barnes *(Select Board)*
Mixed Appointing Authority	Community Preservation Committee	Peter Pingatore *(Housing Authority)*
Mixed Appointing Authority	Community Preservation Committee	Richard Zimbone *(Town Moderator)*
Mixed Appointing Authority	Community Preservation Committee	Christopher Gerstel *(Park & Recreation)*
Mixed Appointing Authority	Community Preservation Committee	Vacant *(Moderator)*

Method	Board/Committee	Member / Term Expiratio
Mixed Appointing Authority	Community Preservation Committee	Artie Crocker *(Conservation Commission)*
Mixed Appointing Authority	Community Preservation Committee	Bob Dermody *(Select Board)*
Mixed Appointing Authority	Contributory Retirement Board	Sandra Cincotta
Mixed Appointing Authority	Contributory Retirement Board	John P. Krawiecki (*by vote of employees retirees)*
Mixed Appointing Authority	Contributory Retirement Board	Robert Mearls *(by members of the Retiren Board)*
Mixed Appointing Authority	Contributory Retirement Board	Evelyn Poness
Mixed Appointing Authority	Contributory Retirement Board	Thomas A. Welch, II *(by vote of employe and retirees)*
Mixed Appointing Authority	Council on Aging	Gary Crossen *(Select Board)*
Mixed Appointing Authority	Council on Aging	Ed Cosgrove *(Select Board)*
Mixed Appointing Authority	Council on Aging	Carol deLemos *(Select Board)*
Mixed Appointing Authority	Council on Aging	Susan Mullaney *(Select Board)*
Mixed Appointing Authority	Council on Aging	Daniel Goldberg *(Select Board)*
Mixed Appointing Authority	Council on Aging	Helen Gregory *(School Committee)*
Mixed Appointing Authority	Council on Aging	Penny Grossman *(Park & Recreation)*
Mixed Appointing Authority	Council on Aging	Sandra Prinn *(Housing Authority)*
Mixed Appointing Authority	Council on Aging	Vacant *(Library)*
Mixed Appointing Authority	Council on Aging	Mary Elizabeth Weadock *(Select Board*
Mixed Appointing Authority	Council on Aging	Lianne Relich *(Select Board)*
Mixed Appointing Authority	Council on Aging	Colleen Schaller *(Board of Health)*
Mixed Appointing Authority	Design Review Board	Vacant (alternate) *(Select Board)*
Mixed Appointing Authority	Design Review Board	Robert Dermody *(Select Board)*

Method	Board/Committee	Member / Term Expiration
Mixed Appointing Authority	Design Review Board	Nelson Hammer *(Planning Board)*
Mixed Appointing Authority	Design Review Board	Mark Gluesing *(Select Board)*
Mixed Appointing Authority	Design Review Board	Richard M. Reilly, Jr. (alternate) *(Select Board)*
Mixed Appointing Authority	Design Review Board	Deborah Robinson *(Planning Board)*
Mixed Appointing Authority	Design Review Board	Stephen Tanner *(Planning Board)*
Mixed Appointing Authority	Permanent Public Building Committee	Stuart Chandler
Mixed Appointing Authority	Permanent Public Building Committee	Natasha Espada
Mixed Appointing Authority	Permanent Public Building Committee	George Kent
Mixed Appointing Authority	Permanent Public Building Committee	Stephen Popper, *Dir. Building Design & Construction Department*
Mixed Appointing Authority	Permanent Public Building Committee	Gene Voloshin
Mixed Appointing Authority	Permanent Public Building Committee	Roy Schiffiliti
Mixed Appointing Authority	Permanent Public Building Committee	Richard Creem
Mixed Appointing Authority	Permanent Public Building Committee	Irwin Silverstein
Mixed Appointing Authority	Transportation Committee	Duncan Allen *(Select Board)*
Mixed Appointing Authority	Transportation Committee	Richard Creem *(Select Board)*
Mixed Appointing Authority	Transportation Committee	Justin McCullen *(Planning Board)*
Mixed Appointing Authority	Transportation Committee	David Montgomery *(Moderator)*
Mixed Appointing Authority	Transportation Committee	Stephen McKnight *(Planning)*
Mixed Appointing Authority	Transportation Committee	Denise Garlick *(ex-officio)*
Mixed Appointing Authority	Youth Commission	David Bookston *(School Committee)*
Mixed Appointing Authority	Youth Commission	Karen Mullen *(Park & Recreation)*

Method	Board/Committee	Member / Term Expiratio
Mixed Appointing Authority	Youth Commission	Kevin Keane *(Select Board)*
Mixed Appointing Authority	Youth Commission	Susan Patkin *(Moderator)*
Mixed Appointing Authority	Youth Commission	Jack Cruickshank *(Supt of Schools)*
Mixed Appointing Authority	Youth Commission	Shayan Raza *(Supt of Schools)*
Mixed Appointing Authority	Youth Commission	Vincent Springer *(Police Department)*
Mixed Appointing Authority	Youth Commission	Julie Stevens *(Finance Committee)*
Appointed by Town Manager	Administrative Assessor	Hoyt Davis
Appointed by Town Manager	Assistant Town Clerk	Helen Atkinson
Appointed by Town Manager	Animal Control Officer	David Parsons
Appointed by Town Manager	Assistant Director of Public Works	Robert Lewis
Appointed by Town Manager	Assistant Town Manager/Finance Director	David Davison
Appointed by Town Manager	Assistant Town Manager/Director of Operations	Christopher Coleman
Appointed by Town Manager	Director of Emergency Management	Dennis Condon
Appointed by Town Manager	Director of Human Resources	Rachel Glisper
Appointed by Town Manager	Director of Information Technology	Roger MacDonald
Appointed by Town Manager	Director, Building Design & Construction Department	Steven Popper
Appointed by Town Manager	Director, Building Maintenance Division	Barry DuLong
Appointed by Town Manager	Director of Public Health	Timothy McDonald
Appointed by Town Manager	Director of Public Works	Richard Merson
Appointed by Town Manager	Director, West Suburban Veterans Services	Sarada Kalpee
Appointed by Town Manager	Director of Youth & Family Services	Sara Shine

Method	Board/Committee	Member / Term Expiration
Appointed by Town Manager	Environmental Health Agent	Diana Acosta
Appointed by Town Manager	Director of Aging Services	LaTanya Steele
Appointed by Town Manager	Fire Chief/Superintendent of Fire Alarms	Dennis Condon
Appointed by Town Manager	Inspector of Buildings	David Roche
Appointed by Town Manager	Inspector of Plumbing and Gas	Larry DiBona
Appointed by Town Manager	Inspector of Wiring	Scott Chisholm
Appointed by Town Manager	Library Director	Ann MacFate
Appointed by Town Manager	Park and Recreation Director	Patricia M. Carey
Appointed by Town Manager	Planning Director	Lee Newman
Appointed by Town Manager	Police Chief / Keeper of the Lockup	John Schlittler
Appointed by Town Manager	Supervisor, Garage & Equipment	John Regan
Appointed by Town Manager	Superintendent, Highway	Rhainhardt Hoyland
Appointed by Town Manager	Superintendent, Parks & Forestry / Tree Warden	Edward Olsen
Appointed by Town Manager	Superintendent, Water and Sewer	Christopher Seariac
Appointed by Town Manager	Town Accountant	Michelle Vaillancourt
Appointed by Town Manager	Town Engineer	Anthony DelGaizo
Appointed by Town Manager	Treasurer and Tax Collector	Evelyn Poness
Appointed by Town Manager	Veterans' Burial Agent/Veterans' Graves Officer	Bill Topham
Appointed by Elected or Appointed Boards	Executive Director, Needham Housing Authority	Angie Medeiros, Executive Director
Appointed by Elected or Appointed Boards	Executive Secretary to Finance Committee	Louise Mizgerd

Method	Board/Committee	Member / Term Expiratio
Appointed by Elected or Appointed Boards	Superintendent of Schools	Daniel E. Gutekanst

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SUCCESSORS TO T. J. CROSSMAN & CO.

— DEALERS IN —

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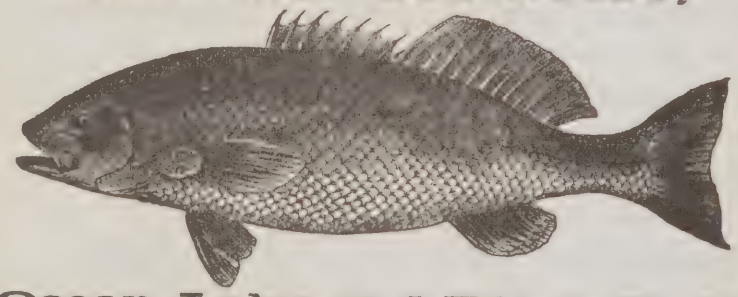
GEORGE ADAMS,

— DEALER IN —

FRUIT AND VEGETABLES,



Ocean Lake and River Fish.

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Will average as large a variety and as good stock as ever carried through the town. At home evenings and Monday and Wednesday afternoons. Orders promptly supplied. Demand will regulate the supply.

MARKET, CHESTNUT STREET, NEEDHAM.

FLOUR! FLOUR! FLOUR!

EVERY BARREL WARRANTED OR MONEY REFUNDED.

The celebrated brand, "WHITE ELEPHANT," is one of the best in the market, and we sell it.

Grain, Feed, Hay, Straw

AND POULTRY SUPPLIES

At the very bottom prices.

CUSTOM GRINDING.

OFFICE AND GRIST MILL, CHAPEL ST., NEEDHAM, MASS.

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DEALER IN

Spruce, Hemlock, Pine, W. Wood & Fencing

Laths, Clapboards and Shingles.

ALSO, NAILS, HARDWARE AND PAPER.

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Office and Yard, Keith Place,

Rear Kingsbury Block. NEEDHAM

REPRESENTATIVE TOWN MEETING

(EXCERPTED FROM TOWN OF NEEDHAM CHARTER)

PART 2.

REPRESENTATIVE TOWN MEETING

Section 4. Representative Town Meeting Continued. There shall continue to be in the town the form of representative town government by limited town meetings, all as more fully hereinafter set forth.

Section 5. Establishment of Town Meeting Precincts. After the acceptance of this charter act by the town, as hereinafter provided, the division of the town into ten voting precincts shall continue until redivided pursuant to this section. The selectmen, in exercising their authority to divide the territory of the town into voting precincts, shall make such division as will provide not more than ten precincts each of which contains approximately the same number of inhabitants. *(Amended Art. 19, Nov. 13, 2000 S.T.M.)*

The precincts shall be established so as to consist of compact and contiguous territory and bounded, so far as possible, by the center line of known streets and ways or by other well-defined limits. Their boundaries shall be reviewed and, if need be, revised by the Board of Selectmen, based on the most recent federal census, in the second January following the taking of said census, conformable to the requirements of sections one through ten of chapter fifty-four of the general laws. In any year when so directed by a vote of a town meeting, their boundaries shall be reviewed and if need be, revised by the Board of Selectmen in conformity to said sections one through ten of chapter fifty-four. *(Amended Art. 19, Nov. 13, 2000 S.T.M.)*

The selectmen shall, within twenty days after any establishment or revision of the precincts, but not later than January thirty-first of that year, file a report of their doings with the town clerk, the registrars of voters and the assessors with a map or maps or description of the precincts and the names and residences of the registered voters therein. The selectmen shall also cause to be posted at the town hall a map or maps or description of the precincts as established or revised from time to time, with the names and residences of the registered voters therein. They shall also cause to be posted in at least one public place in each precinct a map or description of that precinct with the names and residences of the registered voters therein. *(Amended Art. 19, Nov. 13, 2000 S.T.M.)*

The division of the town into precincts and any revision of such precincts shall take effect upon the date of the filing of the report thereof by the selectmen with the town clerk. Whenever the precincts are established or revised, the town clerk shall forthwith give written notice thereof to the state secretary, stating the number and designation of the precincts.

Meetings of the registered voters of the several precincts for elections, for primaries and for voting upon any question to be submitted to all the registered voters of the town shall be held on the same day and at the same hour and at such place or places within the town as the selectmen shall in the warrant for such meeting direct.

Town Meeting Members

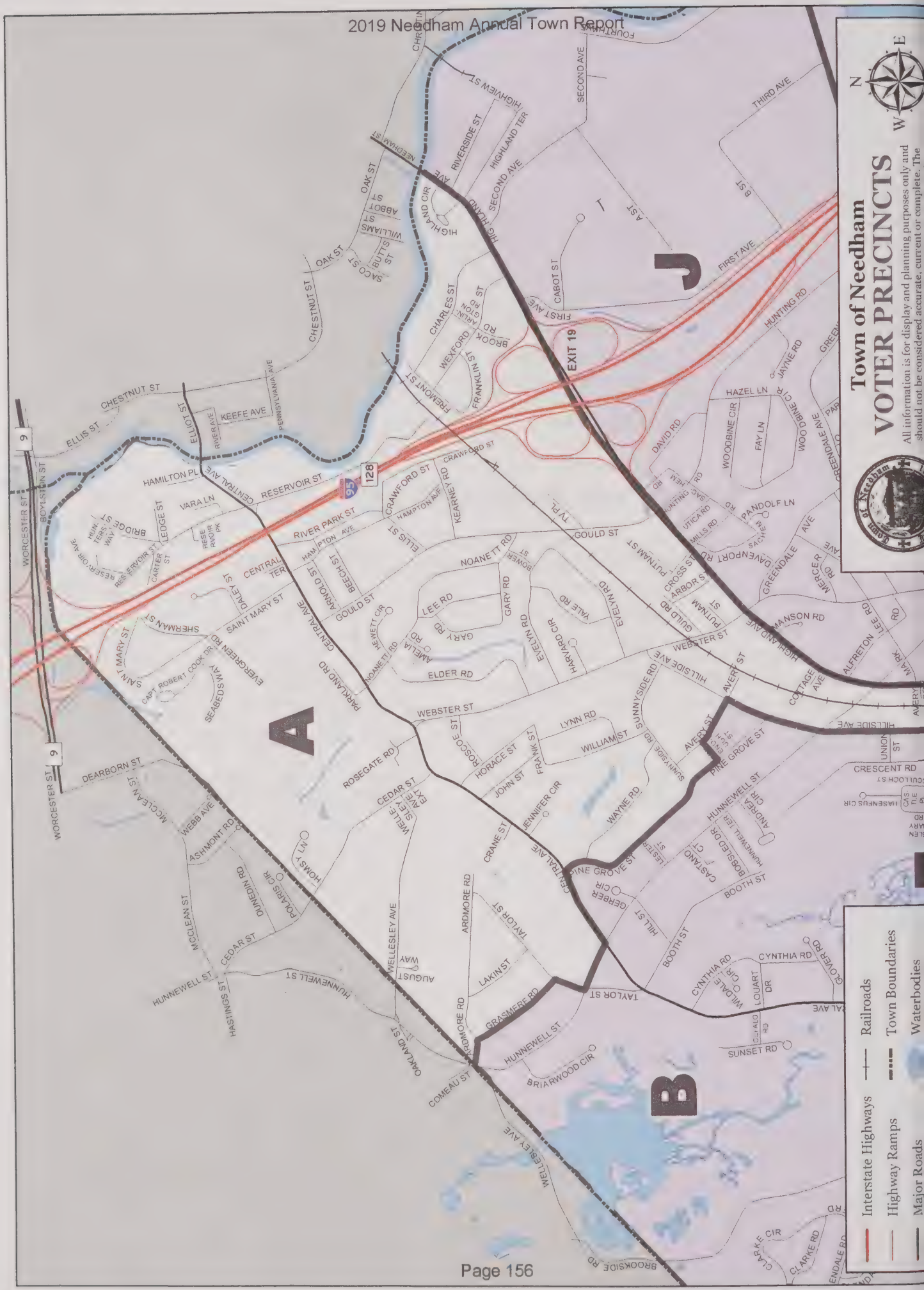
AT-LARGE TOWN MEETING MEMBER

(EXCERPTED FROM TOWN OF NEEDHAM CHARTER)

Section 7. Town Meeting Members at Large. Any representative town meeting held under ne provisions of this act, except as otherwise provided herein, shall be limited to the voters lected under section six, together with the following elected officers designated as town meeting nembers at large, each of whom shall have the right to vote in said meeting: (a) any resident nember of the general court from the town, whose state legislative district is wholly within the own; (b) the moderator; (c) the town clerk; (d) the members of the board of selectmen; (e) the hairmen of each other elected board of the town, except the housing authority and the commissioners f trust funds.

2019 AT-LARGE TOWN MEETING MEMBERS

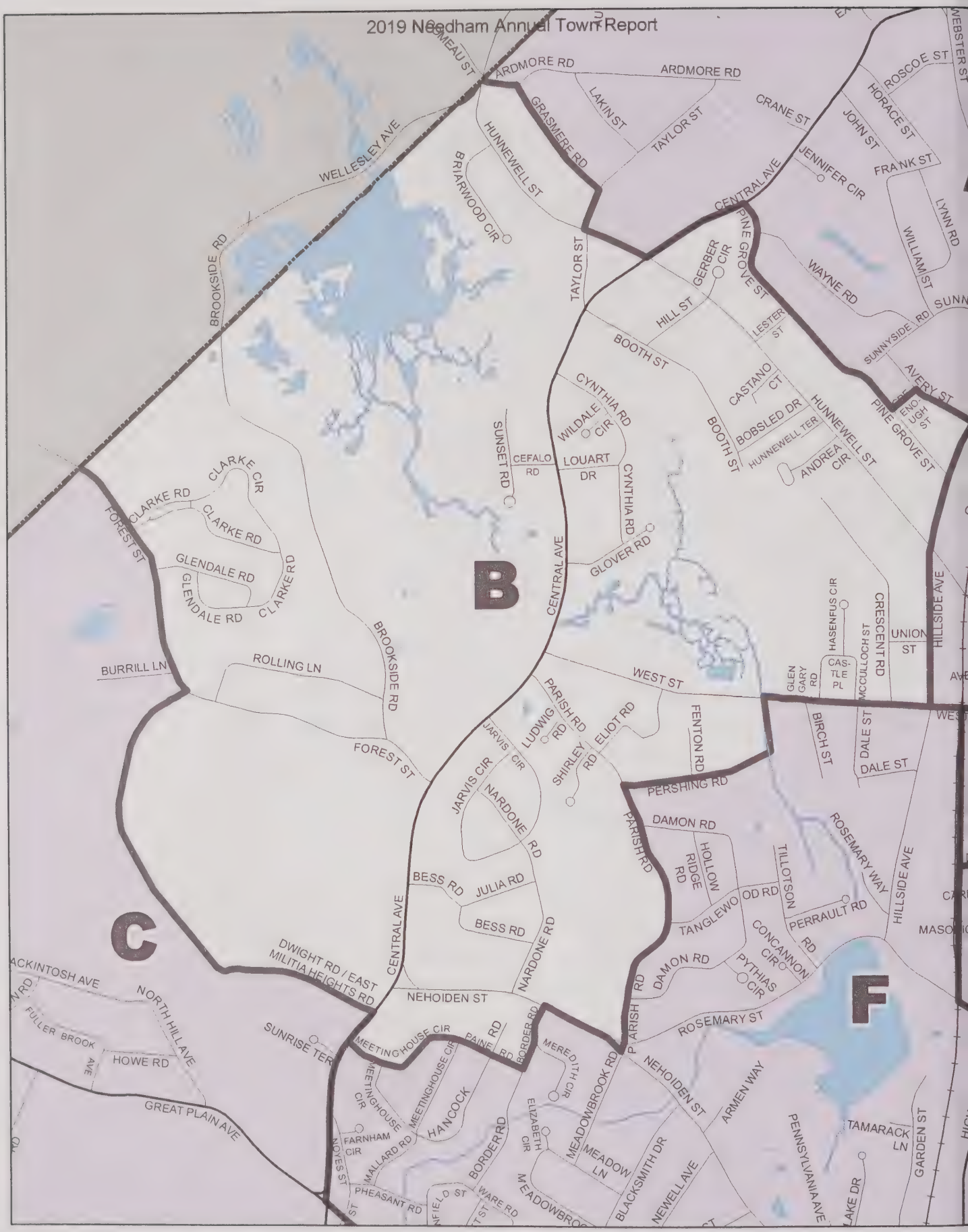
Matthew D. Borrelli	Clerk, Select Board
John A. Bulian	Chair, Select Board
Marianne B. Cooley	Select Board
Maurice P. Handel	Vice Chair, Select Board
Daniel P. Matthews	Select Board
Aaron M. Pressman	Chair, School Committee
Paul E. Dawson	Chair, Board of Assessors
Theodora K. Eaton	Town Clerk
Robert A. Partridge	Chair, Board of Health
Michael K. Fee	Moderator
John S. Gallello	Chair, Memorial Park Trustees
Richard C. Hardy	Chair, Trustees of Public Library
Martin Jacobs	Chair, Planning Board
Christopher J. Gerstel	Chair, Park & Recreation Commission


Town of Needham
VOTER PRECINCTS
All information is for display and planning purposes only and should not be considered accurate, current or complete. The
A
B
J
EXIT 19
Interstate Highways
Highway Ramps
Major Roads
Railroads
Town Boundaries
Waterbodies

Town Meeting Members

PRECINCT A

Last Name	First Name	Address	Expiration
Davidson	Alan J.	26 Elder Road	2020
Genova	John D.	11 Jennifer Circle	2020
Gosmon	Cheryl A.	209 St. Mary Street	2020
Keane-Hazzard	Mary E.	198 Webster Street	2020
O'Brien, Jr.	Norman F.	59 Webster Street	2020
Rubin	Matthew G.	29 Yale Road	2020
Shapiro	Karen	48 Taylor Street	2020
Sterling	Nicholas P.	60 Webster Street	2020
Bailey	Erik J.	64 Hillside Avenue	2021
Cooper	Emily Rose	56 Lee Road	2021
Creem	Richard S.	12 Gary Road	2021
Diodato	John F.	7 William Street	2021
Gonzalez	Cynthia R.	62 Putnam Street	2021
Gratz	Donald B.	330 Central Avenue	2021
Miller	Rachel B.	33 William Street	2021
Sargent	Elizabeth M.	43 Webster Street	2021
Brown	Lance R.	18 Webster Street	2022
Herrick	Walter D.	131 Pine Grove Street	2022
Hotchkiss	John Downey	42 Webster Street	2022
Miller	Michael S.	33 William Street	2022
Scheck-Kahn	Jennifer C.	17 Wayne Road	2022
Serinsky	Sharon P.	23 Wayne Road	2022
Silverstein	Irwin	44 Reservoir Avenue	2022
Silverstein	Nina	44 Reservoir Avenue	2022



Interstate Highways
Highway Ramps
Major Roads
Minor Roads
Railroads
Town Boundaries
Waterbodies

0 500 1,000 Feet

Town of Needham
VOTER PRECINCTS

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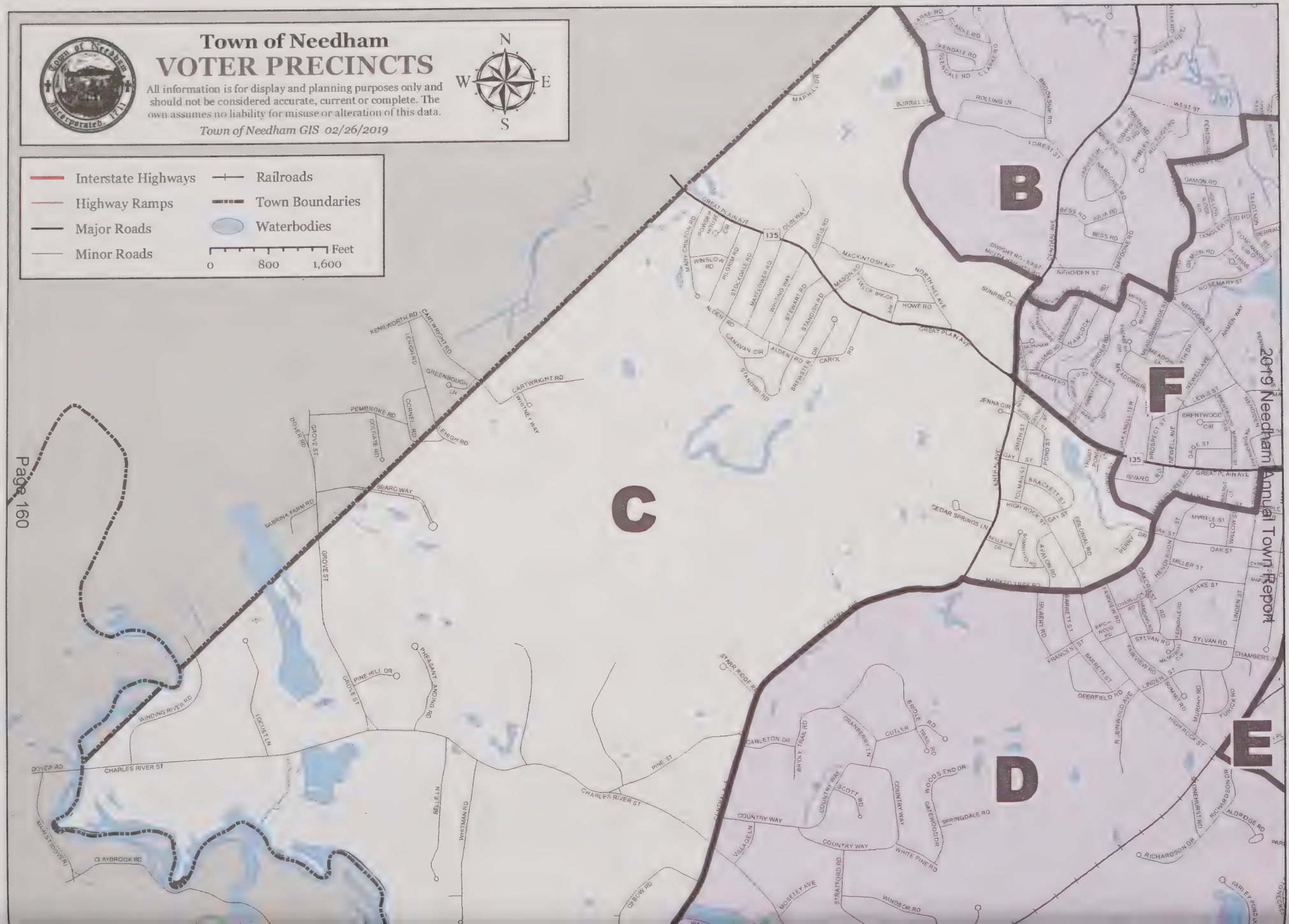
Town of Needham GIS 02/26/2019

Town Meeting Members

PRECINCT B

Last Name	First Name	Address	Expiration
Grimes	Elizabeth Jane	12 Clarke Road	2020
Harris	David C.	94 Cynthia Road	2020
Hayden	Cifford Owen	12 Crescent Road	2020
Kurkjian	Catherine E.	43 Briarwood Circle	2020
Moody	Richard B.	22 Parish Road	2020
Rooney	Jodi Lynn	617 Central Avenue	2020
Rosenstock	Steven M.	44 Bess Road	2020
Snow	Carl Matthew	50 Sunset Road	2020
Block	Adam J.	848 Central Avenue	2021
Bloom	Elizabeth M.	30 Nehoiden Street	2021
Borrelli	Marianna	651 Central Avenue	2021
Nicols	Kim Marie	12 Crescent Road	2021
Pyle	Margot Copeland	865 Central Avenue #G-402	2021
Shapiro	Stacie M.	12 Pine Grove Street	2021
Toran	Sarah Ann	945 Central Avenue	2021
Agler	Stuart B.	30 Parish Road	2022
Doyle	William G.	208 Forest Street	2022
Frankenthaler	John J.	33 Brookside Road	2022
Jacob	Thomas M.	67 Clarke Road	2022
Markell	Lori A.	62 Cynthia Road	2022
Mawhinney	Christine A.	44 Jarvis Circle	2022
Rovner	Gerald C.	48 Cynthia Road	2022
Von Herder	Dorothea	208 Hunnewell Street	2022


Town of Needham
VOTER PRECINCTS
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Town of Needham GIS 02/26/2019
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Interstate Highways
Highway Ramps
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Minor Roads
Railroads
Town Boundaries
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PEMBROKE RD
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GROVE ST
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SPRINGDALE RD
WINDSOR RD
MOSELEY AVE
SYLVAN RD
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BRACKETT ST
POND ST
SMITH ST
GAY ST
GAGE ST
BRENTWOOD CIR
NEWELL AVE
RIVARD RD
JENNA CIR
CEDAR SPRINGS LN
MACKINTOSH AVE
NORTH HILL AVE
HOWE RD
MASON RD
FULLER BROOK
STANDISH RD
ALDEN RD
CANAVAN CIR
BREWSTER DR
CAROL RD
STOCKDALE RD
MAYFLOWER RD
WHITING WAY
STEWART RD
CURTIS RD
OLIN WAY
WINSLOW RD
PILGRIM RD
POWDER HOUSE CIR
MARY CHILTON RD
KENILWORTH RD
LEHIGH RD
CORNEL RD
COLGATE RD
BOWER RD
SABRINA FARM RD
WHITNEY WAY
STARR ROOF RD
CARLETON DR
BROOK TRAIL RD
CRANBERRY LN
CUTLER TRAIL RD
BENDLE RD
COUNTRY WAY
SCOTT RD
WOODS END DR
GATEWOOD DR
VILLAGE LN
STRAFFORD RD
WHITMAN RD
BELLE LN
CORBIN RD
PIKE ST
DOVER RD
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LOCUST LN
MAPLE DR
BURRELL LN
ROLLING LN
BROOKSIDE RD
GLENDALE RD
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TANGLEWOOD RD
BESS RD
JULIA RD
NARDONE RD
DWIGHT RD. EAST
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ROSEMARY ST
HANCOCK
BORDER RD
MEADOW PK
PLEASANT RD
ENFIELD AVE
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COLONIAL RD
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BELLEVUE DR
MARKET TREE RD
GLEBE RD
BARRETT ST
FRANCIS ST
FAIRVIEW RD
LINDEN ST
SUMMIT RD
HENDERSON
MILLER ST
MYRTLE ST
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CHAMBERS ST
YURICK RD
R. BINNWOOD AVE
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ALDRIDGE RD
RICHARDSON DR
FARLEY POND LN
TOWERS
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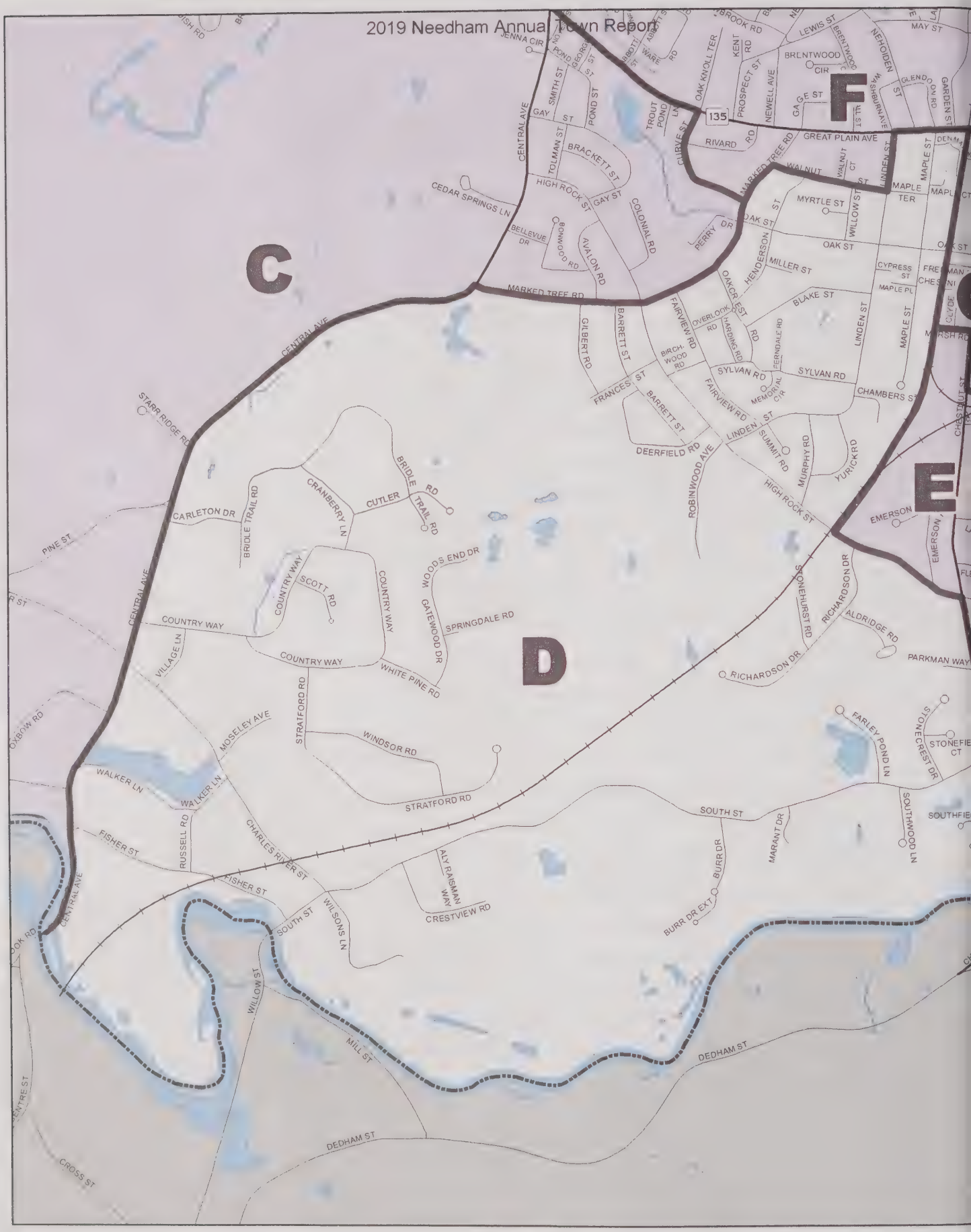
Town Meeting Members

PRECINCT C

Last Name	First Name	Address	Expiration
Alpert	Peter A.	108 Locust Lane	2020
Barnett	Bruce S.	249 Marked Tree Road	2020
Callanan	Paula R.	1699 Great Plain Avenue	2020
Cox	David R.	8 Whiting Way	2020
Gluesing	Mark J.	48 Mackintosh Avenue	2020
Masterman	James D.	53 Canavan Circle	2020
Miller	Louise L.	5 North Hill Avenue	2020
Waber	Rebecca	15 Powder House Circle	2020
Alpert	Paul S.	116 Pine Street	2021
Barnes	Joseph P.	589 High Rock Street	2021
Cox, Jr.	Gilbert W.	49 Colonial Road	2021
Levy	Joshua W.	1606 Great Plain Avenue	2021
Neckes	Susan B.	36 Gay Street	2021
O'Brien	Michael E.	1600 Great Plain Avenue	2021
Owens	Ted	54 Whitman Road	2021
Tillotson	Paul B.	21 Howe Road	2021
Agualimpia	Carlos	7 Jenna Circle	2022
Carter	Andrea E. Longo	18 Colonial Road	2022
Goldberg	Lois R.	76 Brewster Drive	2022
Haslip	John H.	43 Whitman Road	2022
Isenberg	Paul David	44 Stewart Road	2022
Landau	R. Cynthia	57 Pine Street	2022
Vincent	Joshua J.	1476 Great Plain Avenue	2022
Zappala	Lisa W.	379 Charles River Street	2022



Interstate Highways
Highway Ramps
Major Roads
Minor Roads
Railroads
Town Boundaries
Waterbodies

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Town of Needham
VOTER PRECINCTS

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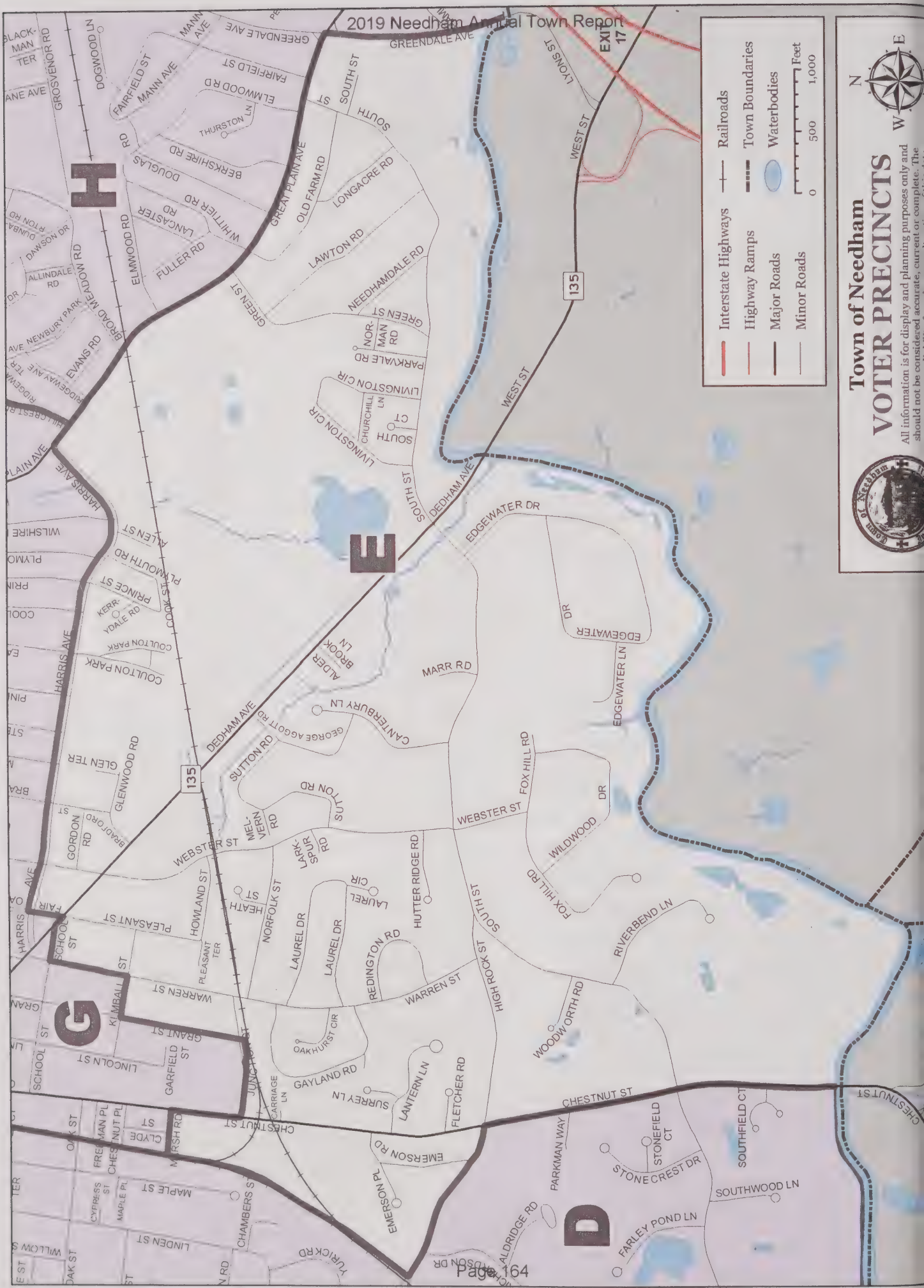
Town of Needham GIS 02/26/2019

N W S

Town Meeting Members

PRECINCT D

Last Name	First Name	Address	Expiration
Mock	Steven E.	268 Marked Tree Road	2020
Conturie	Cynthia L.	96 Robinwood Avenue	2020
DeSimone	Dorothy H.	40 Linden Street	2020
Donald	Ross M.	25 Chambers Street Unit H	2020
Lunetta	Richard J.	182 Marked Tree Road	2020
Mann	Richard S.	196 Bridle Trail Road	2020
McNeill	Gary B.	54 Deerfield Road	2020
Soisson	Thomas F.	128 Maple Street	2020
Clarke	Holly Anne	1652 Central Avenue	2021
Cramer	Roy A.	1796 Central Avenue	2021
D'Addesio	Kathryn L.	110 Linden Street	2021
Der Marderosian	Ann	800 South Street	2021
Eisenhut	Bruce T.	106 Marked Tree Road	2021
Lewis	Kathleen M.	17 Maple Street	2021
Navales	Emma	82 Deerfield Road	2021
Shesko	Gregory John	114 Maple Street	2021
Baum	Janet K.	1 Southfield Court	2021
Calton	Karen L.	57 Oak Street	2021
Gerstel	Christopher J.	184 Maple Street	2021
Leghorn	Joseph J.	40 Linden Street	2021
Petitt	Robert A.	80 Robinwood Avenue	2021
Pressman	Aaron M.	1012 South Street	2021
Rauch	Evan F.	224 Country Way	2021
Tedoldi	M. Kathleen	13 Maple Street	2021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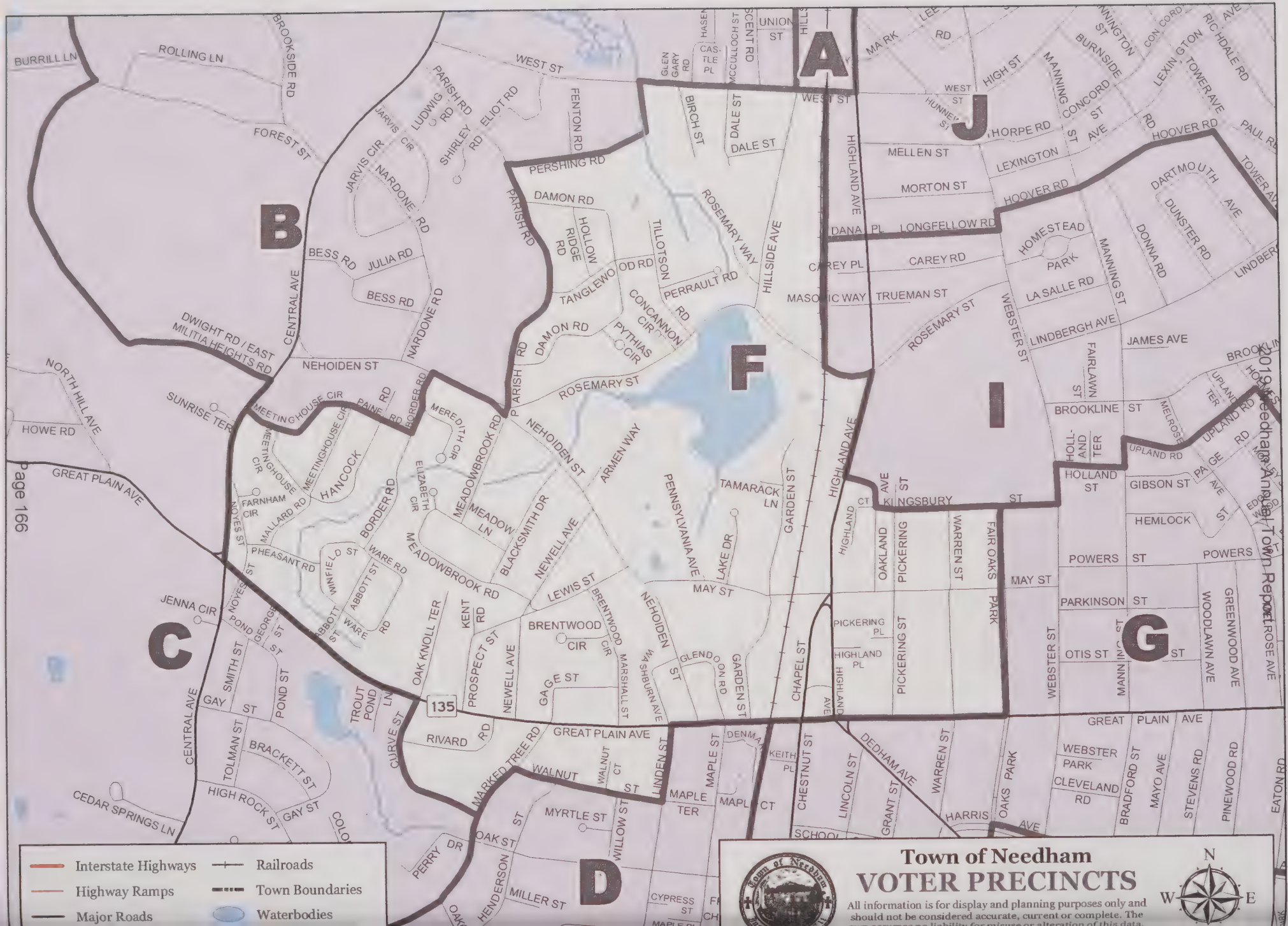
EDGEWATER LN
MARR RD
CANTERBURY LN
SUTTON RD
WEBSTER ST
FOX HILL RD
WILDWOOD DR
RIVERBEND LN
WOODWORTH RD
HIGH ROCK ST
HUTTER RIDGE RD
REDINGTON RD
WARREN ST
LAUREL DR
NORFOLK ST
HOWLAND ST
PLEASANT ST
GRANT ST
LINCOLN ST
GARFIELD ST
GAYLAND RD
SURREY LN
LANTERN LN
FLETCHER RD
CHESTNUT ST
EMERSON RD
EMERSON PL
PARKMAN WAY
STONECREST DR
SOUTHWOOD LN
FARLEY POND LN
SOUTHFIELD CT
STONEFIELD CT
ALDRIDGE RD
MAPLE ST
LINDEN ST
CHAMBERS ST
YURICK RD
HARRIS AVE
GLENWOOD RD
GLEN TER
COULTON PARK
PRINCE ST
PLYMOUTH RD
ALLEN ST
COOK ST
KERRYDALE RD
LIVINGSTON CIR
CHURCHILL LN
SOUTH CT
PARKVALE RD
NORMAN RD
NEEDHAMDALE RD
LAWTON RD
LONGACRE RD
OLD FARM RD
GREAT PLAIN AVE
BERKSHIRE RD
DOUGLAS RD
WHITTIER RD
LANCASTER RD
FULLER RD
ELMWOOD RD
BROAD MEADOW RD
EVANS RD
NEWBURY PARK
ALLINDALE RD
DAWSON DR
DUNBARTON RD
GROSVENOR RD
DOGWOOD LN
FAIRFIELD ST
MANN AVE
THURSTON LN
LYONS ST
EXIT 17

Town Meeting Members

PRECINCT E

Last Name	First Name	Address	Expiration
Braman	Robert R.	76 Lawton Road	2020
Brandish	Philip Edward	44 Pleasant Street	2020
Crowell	Theodore M.	39 Lawton Road	2020
Cummings	Lawrence R.	27 South Street	2020
Durda	Paul J.	149 Laurel Drive	2020
Francesconi	Irene M.	5 George Aggott Road	2020
Stevens	Julie E.	18 George Aggott Road	2020
Wolfe	Cynthia J.	191 Fox Hill Road	2020
Barr	Constance S.	205 Edgewater Drive	2021
Chaston	Cynthia J.	119 Fox Hill Road	2021
Cosgrove	Ann M.	17 Laurel Drive	2021
Fachetti	Carol A.	187 South Street	2021
Murray	Philip R.	453 Warren Street	2021
Peckham	Ford H.	26 Lawton Road	2021
Robey	Philip V.	12 Fletcher Road	2021
Scheideler	Edward C.	204 Fair Oaks Park	2021
Blakelock	David K.	217 Edgewater Drive	2022
Cosgrove III	Edward V.	17 Laurel Drive	2022
Hurley	Amy	154 South Street	2022
LaFace	Keith M.	504 Chestnut Street	2022
Rubin	Marc R.	41 Woodworth Road	2022
Ruth	Ronald W.	248 Warren Street	2022
Seidel	Victor Paul	56 Green Street	2022
Siegenthaler	Paul A.	1049 Webster Street	2022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FOREST ST
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SHIRLEY RD
ELIOT RD
FENTON RD
JARVIS CIR
NARDONE RD
PERSHING RD
DAMON RD
HOLLOW RIDGE RD
TILLOTSON RD
ROSEMARY WAY
HILLSIDE AVE
BIRCH ST
DALE ST
GLEN GARY RD
CASTLE PL
MCCULLOCH ST
SCENT RD
UNION ST
HIGHLAND AVE
HIGH ST
MANNING ST
CONCORD ST
BURNSIDE
LEXINGTON
TOWER AVE
RICHDALE RD
PAUL RD
HOOVER RD
MELLEN ST
LEXINGTON
MORTON ST
DANA PL
LONGFELLOW RD
CAREY PL
CAREY RD
MASONIC WAY
TRUEMAN ST
HOMESTEAD
PARK
LA SALLE RD
DARTMOUTH AVE
DUNSTER RD
DONNA RD
LINDBERGH AVE
JAMES AVE
ROSEMARY ST
WEBSTER ST
FAIRLAWN ST
BROOKLINE ST
HOLLAND TER
HOLLAND ST
GIBSON ST
HEMLOCK
UPLAND RD
PAGE AVE
KINGSBURY ST
OAKLAND
PICKERING
WARREN ST
FAIR OAKS PARK
POWERS ST
MAY ST
PARKINSON ST
OTIS ST
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GREENWOOD AVE
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WEBSTER PARK
CLEVELAND RD
BRADFORD ST
MAYO AVE
STEVENS RD
PINEWOOD RD
EATON RD
DEDHAM AVE
WARREN ST
OAKS PARK
HARRIS AVE
CHESTNUT ST
LINCOLN ST
GRANT ST
CHAPEL ST
GARDEN ST
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PENNSYLVANIA AVE
LAKE DR
MAY ST
NEHOIDEN ST
ARMEN WAY
ROSEMARY ST
PARISH RD
DAMON RD
PYTHIAS CIR
CONCANNON RD
PERRAULT RD
TANGLEWOOD RD
NEHOIDEN ST
MEADOWBROOK RD
BLACKSMITH DR
NEWELL AVE
LEWIS ST
BRENTWOOD CIR
BRENTWOOD CIR
MARSHALL ST
WASHBURN AVE
GLENDON RD
GARDEN ST
GAGE ST
PROSPECT ST
KENT RD
OAK KNOLL TER
MEADOW LN
MEADOWBROOK RD
ELIZABETH CIR
BORDER RD
HANCOCK
MEETINGHOUSE CIR
PAINE RD
BORDER RD
MEREDITH DR
NEHOIDEN ST
DWIGHT RD / EAST MILITIA HEIGHTS RD
CENTRAL AVE
BESS RD
JULIA RD
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NARDONE RD
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NORTH HILL AVE
SUNRISE TER
HOWE RD
GREAT PLAIN AVE
FARNHAM CIR
MALLARD RD
NOYES ST
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WINFIELD ST
ABBOTT ST
WARE RD
JENNA CIR
POND ST
GEORGE ST
SMITH ST
GAY ST
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CURVE ST
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LINDEN ST
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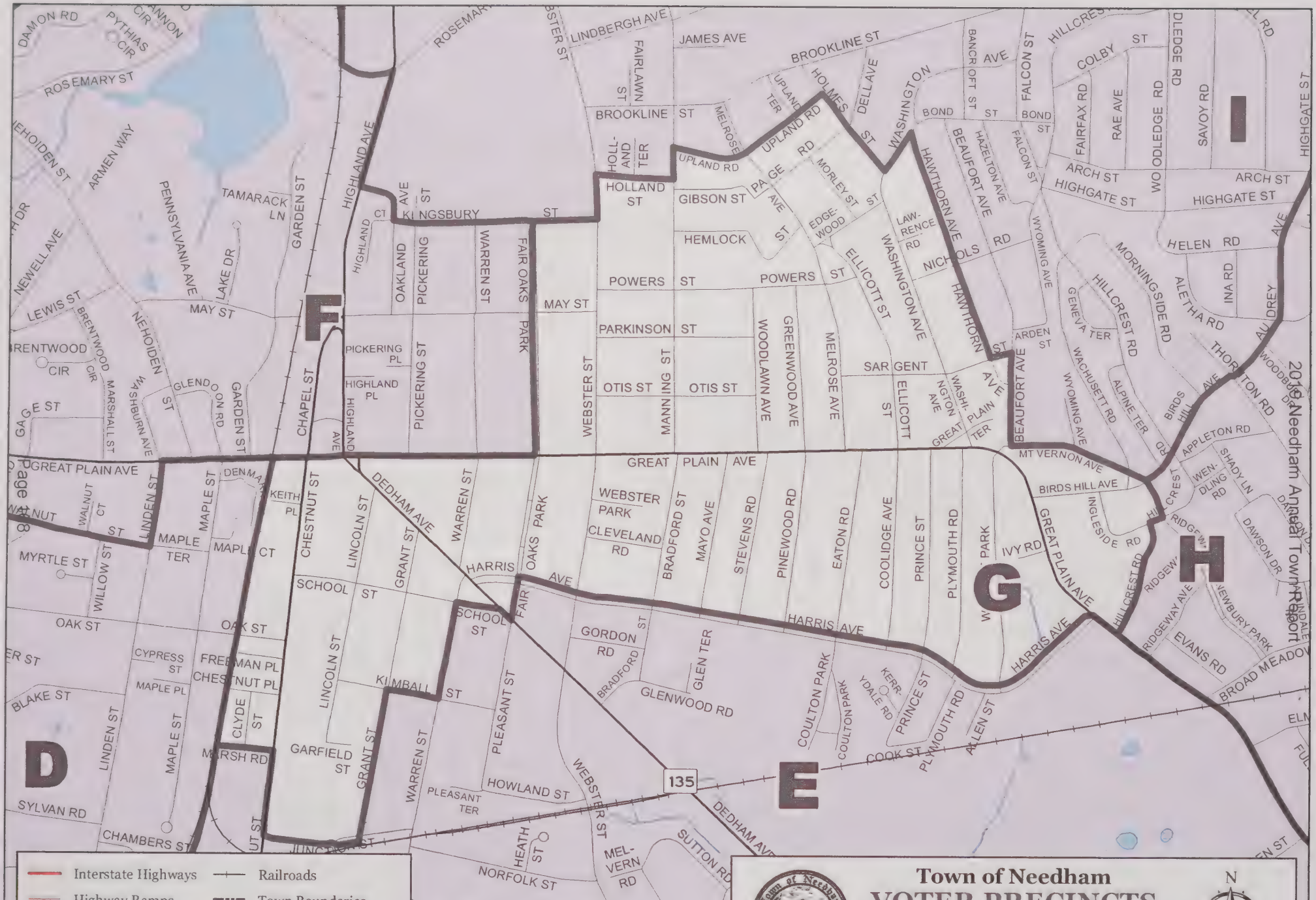
MAPLE TER
MAPLE CT
DENMAN
KEITH PL
MYRTLE ST
WILLOW ST
OAK ST
PERRY DR
HENDERSON ST
MILLER ST
CYPRESS ST
2019 Needham Town Report
Page 166

Town Meeting Members

PRECINCT F

Last Name	First Name	Address	Expiration
Cohen	Lawrence J.	77 Warren Street	2020
Fox	Doug H.	43 Marked Tree Road	2020
Goldin	Rochelle E.	68 Warren Street	2020
Holmquist	Kara L.	286 Rosemary Street	2020
Kirk	John P.	100 Warren Street	2020
MacMahon	Mary Anne	89 Warren Street	2020
McKay	Michael	31 Gage Street	2020
Zaff	Adam S.	134 Damon Road	2020
Borrelli	Alison S.	1175 Great Plain Avenue	2021
Connelly	John P.	67 May Street	2021
Davis	Richard W.	233 Nehoiden Street	2021
Davis	Gail E.	233 Nehoiden Street	2021
McCabe	Joseph	93 Garden Street	2021
Sexton	Jennifer S.	62 Newell Avenue	2021
Winnick	Deborah S.	12 Mallard Road	2021
Zoppo	William A.	330 Nehoiden Street	2021
Coffman	Barry J.	837 Great Plain Avenue	2022
Heller	Jeffrey D.	1092 Central Avenue	2022
Kalish	Leslie A.	48 Lake Drive	2022
Kirk	Susan C.	100 Warren Street	2022
McKnight	Jeanne S.	100 Rosemary Way #336	2022
Okerman	William J.	100 Meetinghouse Circle	2022
Price	Karen N.	48 Lake Drive	2022
Verdun	Michael L.	35 Meetinghouse Circle	2022


Town of Needham
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Town Boundaries
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HARRIS AVE
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GLENWOOD RD
COOK ST
HOWLAND ST
NORFOLK ST
LAUREL DR
SUTTON RD
DEDHAM AVE
HIGHLAND AVE
CHAPEL ST
WARREN ST
WEBSTER ST
WOODLAWN AVE
GREENWOOD AVE
MELROSE AVE
ELLICOTT ST
WASHINGTON AVE
HAWTHORN AVE
BEAUFORT AVE
SARGENT
BIRDS HILL AVE
MT VERNON AVE
APPLETON RD
HILLCREST RD
MORNINGSIDE RD
ALETHA RD
THORNTON RD
HELEN RD
ARCH ST
HIGHGATE ST
COLBY ST
BOND ST
FAIRFAX RD
RAE AVE
WOODLEDGE RD
SAVOY RD
HIGHGATE ST
BROOKLINE ST
BANCROFT ST
FALCON ST
HOLMES ST
DELL AVE
UPLAND RD
PAGE RD
MORLEY ST
EDGEWOOD ST
LAWRENCE RD
NICHOLS RD
WYOMING AVE
GENEVA TER
WACHUSETT RD
ALPINE TER
BIRDS HILL AVE
ALLDREY
WOODBURY
ARDEN ST
GREAT PLAIN TER
WASHINGTON AVE
PRINCE ST
PLYMOUTH RD
COOLIDGE AVE
EATON RD
PINEWOOD RD
STEVENS RD
MAYO AVE
BRADFORD ST
CLEVELAND RD
WEBSTER PARK
GORDON RD
GLEN TER
COULTON PARK
KERRYDALE RD
ALLEN ST
IVY RD
INGLESIDE RD
RIDGEWAY AVE
NEWBURY PARK
EVANS RD
BROAD MEADOW
DAWSON DR
SHADY LN
WENDLING RD
HILLCREST
DEDHAM AVE
HEATH ST
MELVERN RD
LARKSPUR RD
WEBSTER ST
PLEASANT ST
PLEASANT TER
GARFIELD ST
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PENNSYLVANIA AVE
TAMARACK LN
GARDEN ST
LAKE DR
NEWELL AVE
LEWIS ST
BRENTWOOD CIR
NEHOIDEN ST
ARMEN WAY
DAMON RD
PYTHIAS CIR
GLENDON RD
MARSHALL ST
WASHBURN AVE
GAGE ST
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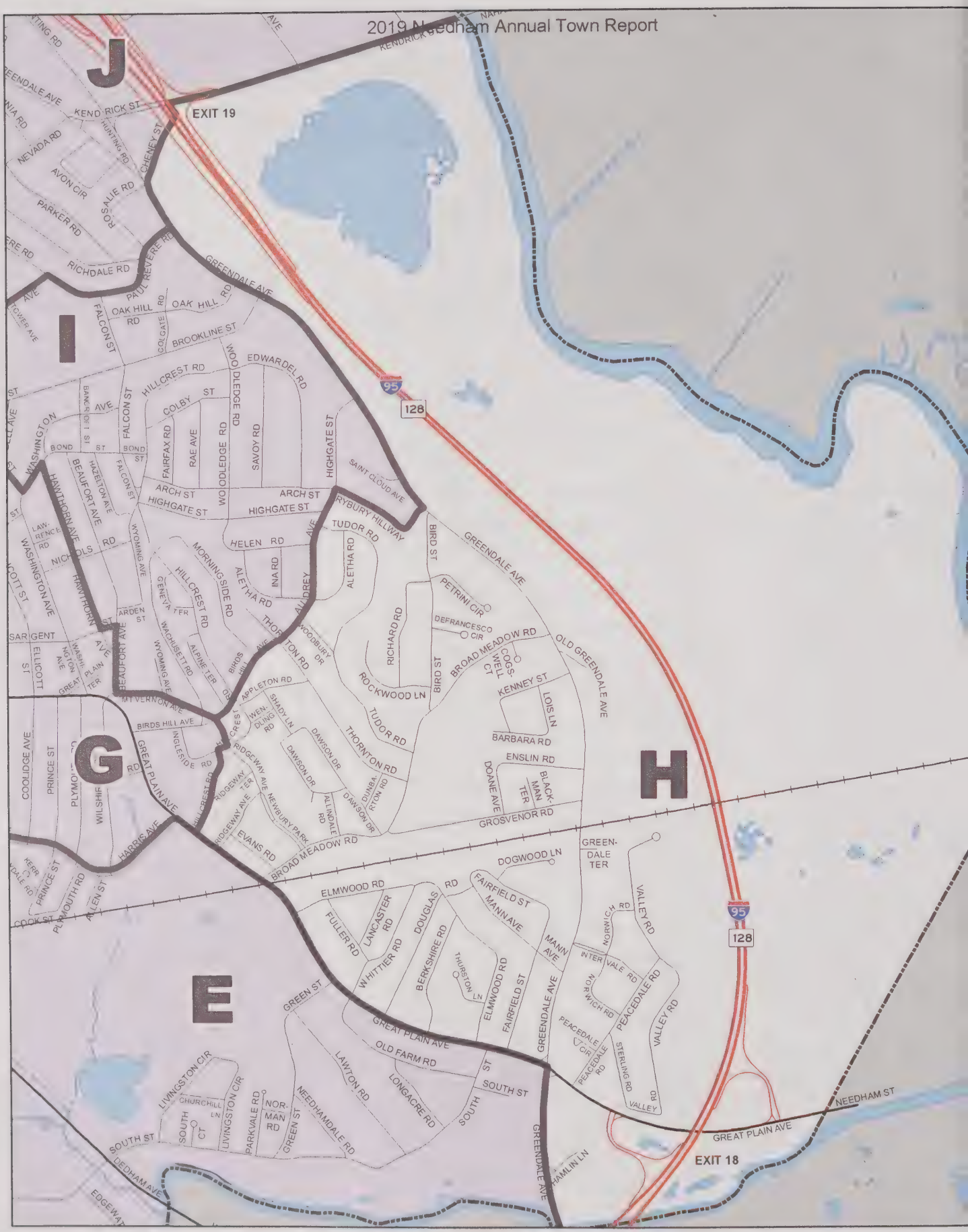
OAKS PARK
HOLLAND TER
FAIRLAWN ST
UPLAND TER
MELROSE ST
HAZELTON AVE
BEAUFORT AVE
HAWTHORN AVE
Page 8
2019 Needham Annual Town Report

Town Meeting Members

PRECINCT G

Last Name	First Name	Address	Expiration
Blake	Julia C.H.	763 Great Plain Avenue	2020
Dermody	Robert J.	162 Fair Oaks Park	2020
Dowd	Catherine Reid	778 Great Plain Avenue	2020
Frail	Heidi R.	29 Powers Street	2020
Keyes	Georgina Y.	261 Manning Street	2020
MacDonnell	Annmarie	128 Melrose Avenue	2020
Smart, Jr.	Robert T.	25 Mayo Avenue	2020
Theran	Sally Ann	121 Grant Street	2020
Abbott	Susan W.	60 Otis Street	2021
Dirks	David	674 Webster Street	2021
Gallagher	Fran	692 Great Plain Avenue	2021
Harkins	Thomas M.	24 May Street	2021
Kane	Matthew A.	28 Bradford Street	2021
McCaffrey	Maureen T.	285 Manning Street	2021
McGarvey	Susan B.	66 Upland Road	2021
Welby	Susan	857 Webster Street	2021
Balachandra	Lakshmi	86 Plymouth Road	2022
Beacham	Colleen O.	249 Harris Avenue	2022
Beacham, Jr.	Peter W.	249 Harris Avenue	2022
Crawford	Michael J.	213 Warren Street	2022
Crimmings	John D.	32 Plymouth Road	2022
Distler	Michael A.	122 Washington Avenue	2022
Fernandez	Robert John	19 Bradford Street	2022
Freundlich	Kenneth B.	54 Bradford Street	2022



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0 800 1,600 Feet

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Town of Needham GIS 02/26/2019

Town Meeting Members

PRECINCT H

Last Name	First Name	Address	Expiration
Cosentino	Julia Satti	265 Great Plain Avenue	2020
Kardok	Michael C.	55 Berkshire Road	2020
McCarthy	Nancy E.	29 Sterling Road	2020
McDonough	Mark	173 Fairfield Street	2020
Noonan	Terence P.	125 Broad Meadow Road	2020
Olive	Peter R.	133 Thornton Road	2020
Wu	Harmony H.	99 Fairfield Street	2020
Zimbone	Richard A.	10 Woodbury Drive	2020
Brinkhaus	Heinz R.	10 Lancaster Road	2021
Cruickshank	M. Patricia	64 Elmwood Road	2021
Handler	Elizabeth P.	317 Great Plain Avenue	2021
Knickle-Tierney	Kimberly	206 Broad Meadow Road	2021
Margolis	Marjorie M.	20 Mann Avenue	2021
Milligan	Paul T.	224 Elmwood Road	2021
Moller	Marsha B.	160 Dawson Drive	2021
Reilly	Richard M.	15 Whittier Road	2021
Barzilay	Ilan	77 Thornton Road	2022
Bruel	Hilary Hanson	87 Thornton Road	2022
Carter	Molly Kastory	136 Tudor Road	2022
Diener	Michael A.	30 Kenney Street	2022
Han	Karen E.	34 Grosvenor Road	2022
Kingston	John A.	70 Grosvenor Road	2022
Orscheln	Eileen K.	67 Whittier Road	2022
Wixon	Amy M.	92 Grosvenor Road	2022

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EDWARDEL RD
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WOODLEDGE RD
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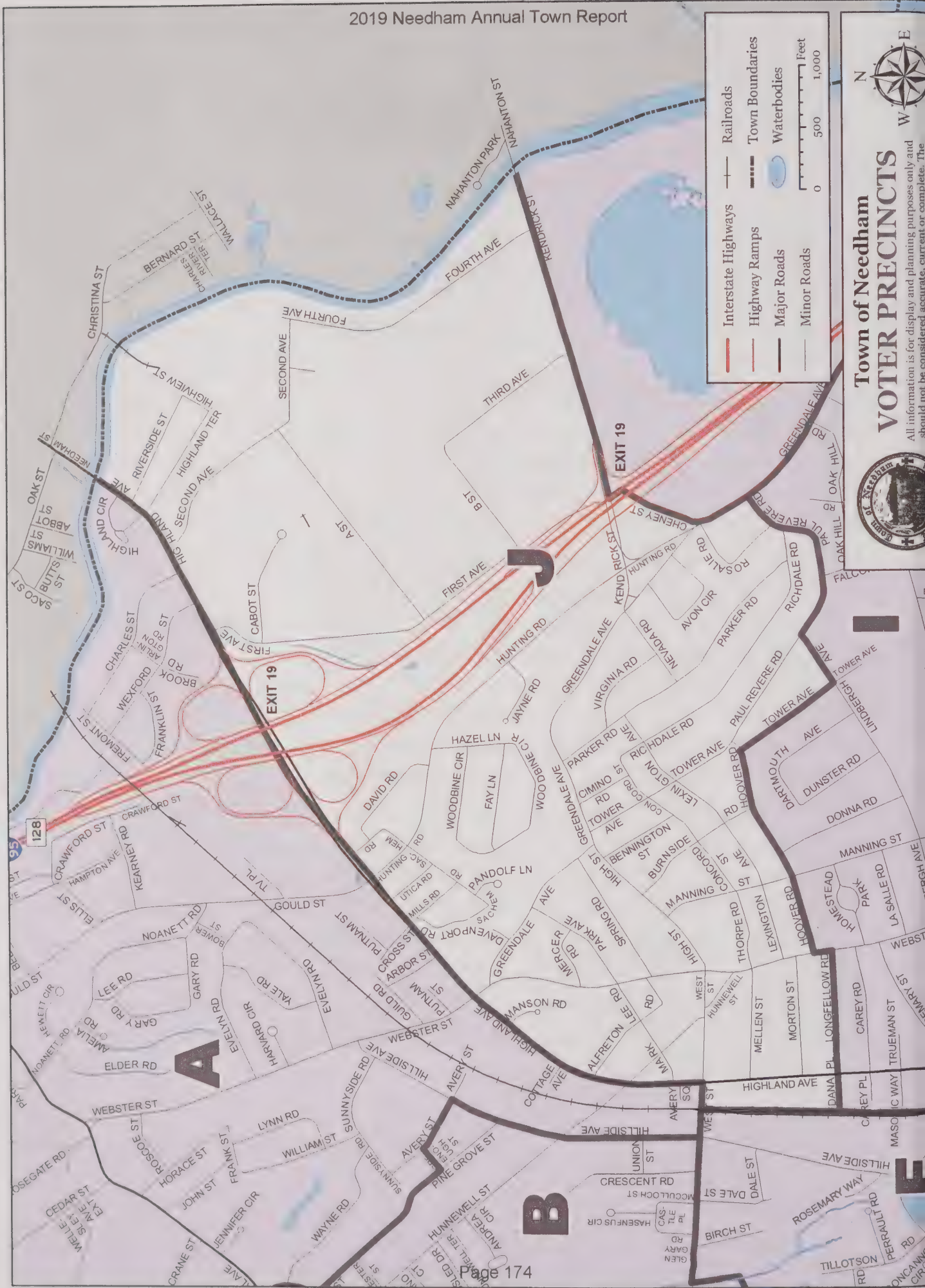
WYOMING AVE
GENEVA TER
BIRDS HILL AVE
APPLETON RD
SHADY LN
GREENDALE AVE
OAK HILL RD
BROOKLINE ST
HILLCREST RD
COLBY ST
RAE AVE
FAIRFAX RD
COLGATE RD
PAUL REVERE RD
FALCON ST
BOND ST
ARDEN ST
BEAUFORT AVE
MT VERNON AVE
HAZELTON AVE
BANCROFT ST
HAWTHORN AVE
NICHOLS RD
WASHINGTON AVE
LAWRENCE RD
ELLICOTT ST
SARGENT
COOLIDGE AVE
EATON RD
PINEWOOD RD
STEVENS RD
MAYO AVE
BRADFORD ST
WEBSTER PARK
CLEVELAND RD
GREAT PLAIN AVE
MELROSE AVE
GREENWOOD AVE
WOODLAWN AVE
POWERS ST
MORLEY ST
EDGEWOOD ST
DELL AVE
HOLMES ST
UPLAND RD
PAGE RD
UPLAND TER
MELROSE
GIBSON ST
HEMLOCK
OTIS ST
PARKINSON ST
MANNING ST
HOLLAND ST
HOLLAND TER
FAIRLAWN ST
JAMES AVE
DUNSTER RD
DARTMOUTH AVE
DONNA RD
TOWER AVE
LINDBERGH AVE
HOOVER RD
LEXINGTON
CONCORD ST
BURNSIDE
MANNING ST
HOMESTEAD PARK
LA SALLE RD
WEBSTER ST
MAY ST
FAIR OAKS PARK
WARREN ST
PICKERING ST
OAKLAND AVE
KINGSBURY ST
HIGHLAND AVE
HIGHLAND CT
PICKERING PL
HIGHLAND PL
DEDHAM AVE
CHAPEL ST
GARDEN ST
TAMARACK LN
LAKE DR
ROSEMARY ST
TRUEMAN ST
CAREY RD
LONGFELLOW RD
MORTON ST
MELLEN ST
HUNNEWELL ST
WEST ST
HIGH ST
THORPE RD
DANA PL
CAREY PL
MASONIC WAY
HILLSIDE AVE
DALE ST
ROSEMARY WAY
MARK RD
CHENEY ST
ROSALIE RD
AVON CIR
PARKER RD
RICHDALE RD
NEVADA RD
CHDALE RD
LEXINGTON
BURNSIDE
HOOVER RD
MANNING ST
HIGH ST
WEST ST
DALE ST
KEITH PL
DENMARK
MAPLE ST

Town Meeting Members

PRECINCT I

Last Name	First Name	Address	Expiration
Bagshaw	Lisa Dannibal	41 Dartmouth Avenue	2020
Ecsedy	David J.	20 Holland Terrace	2020
Kahn-Boesel	Jill C.	44 Brookline Street	2020
Kent	William Christopher	8 James Avenue	2020
Murphy	Lorraine M.	59 Beaufort Avenue	2020
Paulson	William J.	147 Lindbergh Avenue	2020
Sadok	Mehran	41 Edwardel Road	2020
Supple	David Paul	58 Helen Road	2020
Atallah	Peter D.	18 Lindbergh Avenue	2021
Escalante	David J.	103 Woodledge Road	2021
Gallo	John L.	298 Brookline Street	2021
Hutcheson	Laurie B.	384 Hillcrest Road	2021
Robey III	Paul	38 Brookline Street	2021
Sockol	Lois F.	611 Greendale Avenue	2021
Sockol	Ron	611 Greendale Avenue	2021
Weinstock	Rachel Ann	30 Homestead Park	2021
Centola	Michael	12 Hoover road	2022
Crocker	Artie R.	17 Fairlawn Street	2022
Ecsedy	Claire Dee	20 Holland Terrace	2022
Golden	Joel S.	22 Edwardel Road	2022
Ochalla	Josephine	657 Webster Street	2022
Pingitore	Peter J.	146 Hillcrest Road	2022
Weinstein	Anne W.	3 Carey Road	2022
Whitney	Kathleen D.	75 Kingsbury Street	2022


Town of Needham
VOTER PRECINCTS
All information is for display and planning purposes only and should not be considered accurate, current or complete. The
Interstate Highways
Highway Ramps
Major Roads
Minor Roads
Railroads
Town Boundaries
Waterbodies
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EXIT 19
EXIT 19
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NAHANTON PARK
NAHANTON ST
KENDRICK ST
FOURTH AVE
FOURTH AVE
SECOND AVE
THIRD AVE
FIRST AVE
FIRST AVE
CHRISTINA ST
BERNARD ST
WALLACE ST
HIGHVIEW ST
RIVERSIDE ST
HIGHLAND TER
SECOND AVE
NEEDHAM ST
OAK ST
ABBOT ST
WILLIAMS ST
BUTTS ST
SACO ST
HIGHLAND CIR
HIGHLAND AVE
CABOT ST
A ST
B ST
CHARLES ST
ARLINGTON RD
BROOK RD
WEXFORD
FRANKLIN ST
FREMONT ST
CRAWFORD ST
CRAWFORD ST
HAMPTON AVE
KEARNEY RD
ELLIS ST
GOULD ST
TV PL
NOANETT RD
BOWER ST
LEE RD
GARY RD
GARY RD
YALE RD
EVELYN RD
HARVARD CIR
EVELYN RD
AMELIA RD
NOANETT RD
ELDER RD
WEBSTER ST
WEBSTER ST
ROSCOE ST
HORACE ST
JOHN ST
FRANK ST
LYNN RD
WILLIAM ST
JENNIFER CIR
WAYNE RD
CEDAR ST
CRANE ST
SUNNYSIDE RD
SUNNYSIDE RD
AVERY ST
AVERY ST
PINE GROVE ST
HILLSIDE AVE
HILLSIDE AVE
HUNNEWELL ST
ANDREA CIR
HUNTING RD
HUNTING RD
HAZEL LN
WOODBINE CIR
WOODBINE CIR
FAY LN
DAVID RD
JAYNE RD
GREENDALE AVE
GREENDALE AVE
GREENDALE AVE
VIRGINIA RD
NEVADA RD
AVON CIR
PARKER RD
PARKER RD
RICHDALE RD
RICHDALE RD
PAUL REVERE RD
PAUL REVERE RD
CHENEY ST
KENDRICK ST
ROSALIE RD
OAK HILL RD
OAK HILL RD
GREENDALE AVE
TOWER AVE
TOWER AVE
TOWER AVE
LINDBERGH AVE
DARTMOUTH AVE
DUNSTER RD
DONNA RD
MANNING ST
MANNING ST
HOMESTEAD PARK
LA SALLE RD
HOOVER RD
HOOVER RD
LEXINGTON
LEXINGTON RD
CONCORD ST
CONCORD ST
BENNINGTON ST
BURNSIDE
HIGH ST
HIGH ST
THORPE RD
PARK AVE
SPRING RD
MERCER RD
DAVENPORT RD
PANDOLF LN
SACHEM RD
UTICA RD
MILLS RD
HEM RD
CROSS ST
ARBOR ST
PUTNAM ST
PUTNAM ST
GUILD RD
MANSON RD
HIGHLAND AVE
ALFRETON LEE RD
MAIRK RD
COTTAGE AVE
AVERY ST
AVERY SQ
WEST ST
WEST ST
HUNNEWELL ST
MELLEN ST
MORTON ST
LONGFELLOW RD
CAREY RD
CAREY PL
TRUEMAN ST
DANA PL
MASONIC WAY
HIGHLAND AVE
UNION ST
CRESCENT RD
MCCULLOCH ST
HASENFUS CIR
CASTLE PL
GLEN GARY RD
DALE ST
BIRCH ST
ROSEMARY WAY
PERRAULT RD
TILLOTSON RD
CONCANNON CIR

Town Meeting Members

PRECINCT J

Last Name	First Name	Address	Expiration
Barker	Catherine J.	13 West Street	2020
Bonasia	James S.	174 Tower Avenue	2020
Chandler	Stuart B.	123 Paul Revere Road	2020
Downs	Robert A.	51 Virginia Road	2020
Mathias	Michael M.	354 Webster Street	2020
Murphy	Jane B.	760 Highland Avenue #17	2020
Shannon	Karen R.	13 Bennington Street	2020
Whitney	Debra A.	36 Hunting Road	2020
Arrieta-Ruetenik	Georgina A.	236 Greendale Avenue	2021
Cherbuliez	Lisa	17 Lindbergh Avenue	2021
Dermody	William R.	12 Concord Street	2021
DiCicco	David C.	24 Mellen Street	2021
Greis	Michael J.	384 Webster Street	2021
Kaponya	Elizabeth Nicole	27 Highland Terrace	2021
McCourt	Christine S.	181 Richdale Road	2021
Mullin	Donna M	131 Paul Revere Road	2021
Deutsch	Robert E.	14 Highview Street	2022
Epstein	Janice S.	75 Highland Terrace	2022
Keane	Kevin J.	88 Lexington Avenue	2022
Kent	George F.	184 Richdale Road	2022
Montgomery	David P.	361 Webster Street	2022
Mooney	Christopher	41 Lexington Avenue	2022
Panov	Peter Sergey	19 West Street	2022
Urwitz	Carol I.	164 Greendale Avenue	2022

FY2019 RETIREES

Dept	Retiree	Retire Date	Years of Service	Dept	Retiree	Retire Date	Years of Service
DPW	Boyle, John	4/22/2018	17 years 11 months	SCH	Alessi, Diane	9/1/2018	18 years
FIR	Benedict, John	7/31/2018	34 years 4 months	SCH	Hasenfus, Laura	8/1/2018	23 years 11 months
FIR	Hopkins, Alan	8/1/2018	32 years 2 months	SCH	O'Neill, Sandra	8/28/2018	13 years 11 months
FIR	Longley, John	6/16/2018	31 years 6 months	SCH	Scheffler, Joan	6/20/2018	14 years 9 months
FIR	McKay, Steven	11/14/2018	40 years 3 months	SCH	Thornton, Regina	6/19/2018	13 years 10 month
LIB	Aldrich, Margaret	2/26/2018	21 years 6 months	SCH	Tramontozzi, Donna	10/01/2018	13 years 1 month
MBM	Egerton, Howard	6/30/2018	12 years 2 months	SCH	Watt, Abby	6/30/2018	19 years 10 month
MBM	Emily, Douglas	7/3/2018	14 years 4 months	TWN	Aprea, Donna	1/1/2018	32 years 1 month
MBM	Griffin, Kevin	7/7/2018	26 years 1 month	TWN	Hooper, Christina	8/3/2018	24 years 7 months
POL	Burke, Bernard	7/7/2018	33 years 6 months	TWN	Tedesco, Sharon	7/21/2018	15 years 2 months
POL	Springer, R.	7/7/2018	32 years 6 months	TWN	Winston, Stanley	01/18/2018	10 years 4 months

FY2019

Dept	Retiree	Years of Service	Dept	Retiree	Years of Service
SCH	Brennan, Eunice K.	39 years 2 months	TWN	Pippo, Lauretta R.	31 years 11 months
POL	Eldridge, Robert W.	58 years 10 months	MBM	Franks, Thomas G.	30 years
MBM	Bonilla, Marco T.	11 years 10 months	DPW	Fitzpatrick, Jean G	55 years 9 months
FIR	Dunn, William G.	49 years 4 months	TWN	Volk, Florence	47 years 1 month
MBM	Marston, Maurice D.	51 years 5 months	HOS	Scalzilli, Gloria G.	51 years 1 month
HOS	Sussenguth, Marie Anne	40 years 3 months	HOS	Carr, Mildred	50 years 10 months
FIR	Feeley, Richard W.	54 years 5 months	SCH	Van Putten, Arlene	37 years 1 month
SCH	Cashman, Marianne	28 years 11 months	MBM	Moreshead, Denise	19 years 9 months
MBM	Spinale, Joseph S.	47 years 11 months	DPW	Robinson, Virginia P.	59 years 10 months
MBM	Lowell, Carole A	42 years 2 months			

B. L. BROWN,

Successor to A. L. Woodruff,

—DEALER IN—

Fine Boots, Shoes and Rubbers,

AND GENTS' FURNISHING GOODS.

A Large and Select Stock of Ladies' French Kid, Dongola and Goat Button Boots, in Common Sense and Opera, at prices that cannot fail to suit.

Gents' Fine Calf Button, Balmoral and Congress for

$2.00, $2.25, $2.50, $3.00, $3.50, $4.00, $5.00,

Also Medium Grades from $1.00 to $3.00.

Boys', Youths', Misses' and Children's School Shoes a Specialty.

CALL AND EXAMINE BEFORE PURCHASING ELSEWHERE.

SATISFACTION GUARANTEED.

Moseley Block, Needham.

APPENDICES

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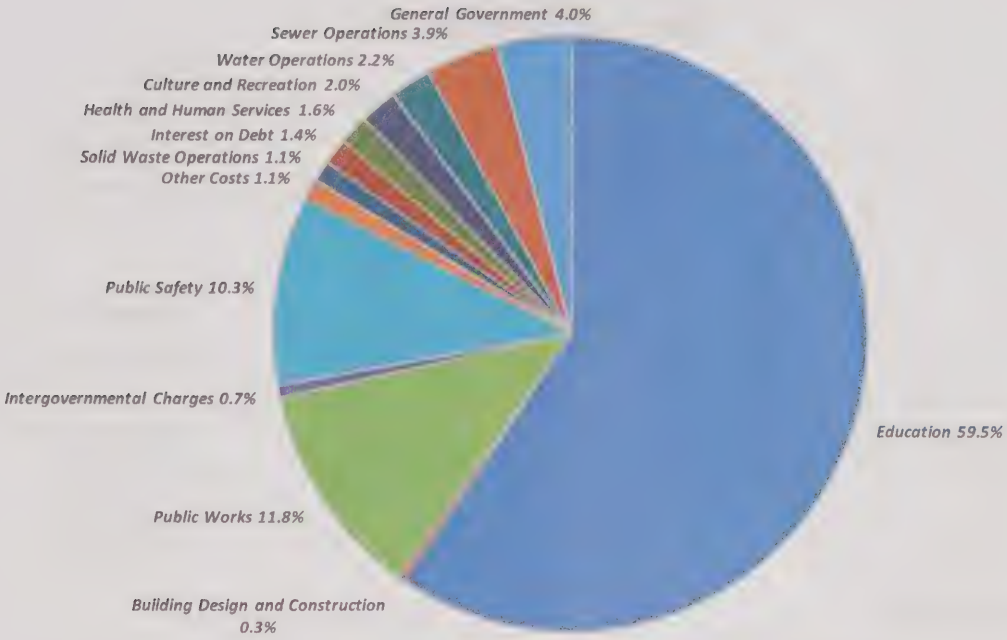
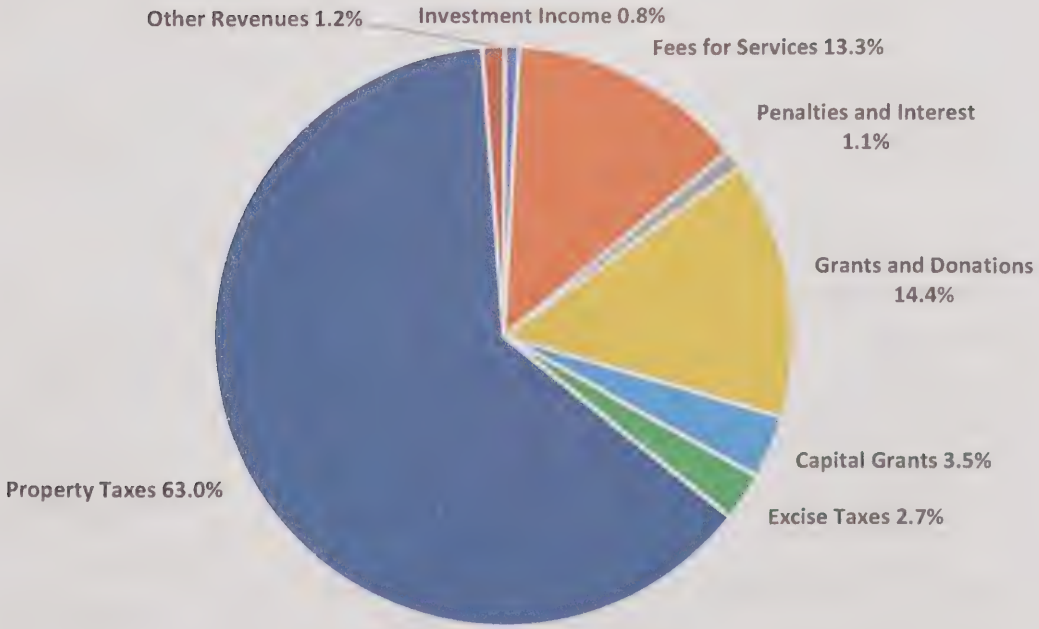
Expenditure Categories



Revenue Sources



General Fund
Balance Sheet
Year Ended June 30, 2019

	General
ASSETS	
Cash and Short-term Investments	$41,606,429
Investments	$9,670,699
Receivables:	
Property Taxes	$3,294,447
Excises	$943,373
Departmental	$612,668
Intergovernmental	$2,780,592
Other	$10,476
Total Assets	$58,918,684
LIABILITIES	
Warrants and Accounts Payable	$906,255
Accrued Liabilities	$3,174,950
Due to Other Governments	$0
Anticipation Notes Payable	$0
Refunds Payable	$371,711
Other Liabilities	$169,017
Total Liabilities	$4,621,933
Unavailable Revenue	$7,112,334
Taxes Paid in Advance	$143,509
Deferred Inflows of Resources	$7,255,843
FUND BALANCES	
Non-spendable	$0
Restricted	$897,985
Committed	$13,600,723
Assigned	$13,139,002
Unassigned	$19,403,198
Total Fund Balance	$47,040,908
Total Liabilities, Deferred Inflows of Resources, and Fund Balance	$58,918,684

Total Governmental Funds
Combined Balance Sheet
Year Ended June 30, 2019

	General
ASSETS	
Cash and Short-term Investments	$69,650,176
Investments	$20,081,521
Receivables:	
Property Taxes	$3,311,842
Excises	$943,373
Departmental	$635,778
Intergovernmental	$3,172,413
Other	$10,476
Deposits	$182,226
Total Assets	$97,987,805
LIABILITIES	
Warrants and Accounts Payable	$6,517,570
Unearned Revenue	$1,245,683
Accrued Liabilities	$3,216,959
Due to Other Governments	$0
Taxes Collected in Advance	$0
Refunds Payable	$371,711
Anticipation Notes Payable	$35,960,000
Other Liabilities	$170,632
Total Liabilities	$47,482,555
Deferred Inflows of Resources	$7,870,395
FUND BALANCES	
Non-spendable	$160,152
Restricted	$16,471,330
Committed	$21,002,429
Assigned	$13,139,002
Unassigned	($8,138,058)
Total Fund Balance	$42,634,855
Total Liabilities, Deferred Inflows of Resources, and Fund Balances	$97,987,805

Total Governmental Funds
Statement of Revenues, Expenses and Changes in Fund Balances
Year Ended June 30, 2019

Revenues	
Property Taxes	$143,945,456
Excise Taxes	$6,138,951
Penalties, Interest and Other Taxes	$2,411,973
Charges for Services	$9,160,835
Departmental	$2,052,584
Licenses and Permits	$2,587,095
Intergovernmental	$35,820,575
Investment Income	$1,781,519
Fines and Forfeitures	$209,162
Contributions	$472,767
Other	$393,202
Total Revenues	$204,974,119
Expenditures	
General Government	$6,942,191
Public Safety	$20,388,009
Education	$110,416,615
Public Works	$20,380,663
Maintenance	$645,481
Health and Human Services	$3,030,951
Culture and Recreation	$3,540,104
Employee Benefits	$790,238
Other Current Expenditures	$556,798
Capital Outlay	$63,593,374
Debt Service	$10,005,291
Intergovernmental	$1,389,486
Total Expenditures	$241,679,201
Revenues to Expenditures	($36,705,082)
Other Financing Sources and Uses	
Issuance of Refunded Debt	$31,000,000
Bond Premium	$1,758,552
Transfers In	$23,130,437
Refunding Escrow	$0
Transfers Out	($20,672,017)
Total Other Financing Sources and Uses	$35,216,972
Net Change in Fund Balances	($1,488,110)
Fund Balances at Beginning of Year	$44,122,965
Fund Balances at End of Year	$42,634,855

Enterprise Funds
Statement of Net Position
Year Ended June 30, 2019

	Solid Waste	Sewer	Water
ASSETS			
Current Assets:			
Cash and Short-term Investments	$1,513,598	$5,347,971	$6,296,719
Receivables	$267,685	$2,694,691	$1,774,910
Intergovernmental	$0	$0	$0
Other Current Assets	$0	$0	$0
Total Current Assets	$1,781,283	$8,042,662	$8,071,629
Noncurrent Assets:			
Land and Construction in Progress	$5,025,641	$2,350,059	$2,240,464
Other Capital Assets, Net of Accumulated Depreciation	$2,159,533	$22,117,298	$31,955,279
Total Noncurrent Assets	$7,185,174	$24,467,357	$34,195,743
Total Assets	$8,966,457	$32,510,019	$42,267,372
Deferred Outflows	$176,797	$424,164	$559,234
Total Assets and Deferred Outflows	$9,143,254	$32,934,183	$42,826,606
LIABILITIES			
Current Liabilities:			
Accounts Payable	$40,102	$17,657	$36,275
Accrued Payroll	$15,173	$20,642	$20,018
Accrued Liabilities	$0	$0	$0
Retainage Payable	$0	$0	$0
Refunds Payable	$36,911	$92,639	$22,559
Notes Payable	$0	$0	$360,000
Other Liabilities	$0	$0	$0
Current Portion of Long-term Liabilities:			
Bonds Payable	$40,000	$463,614	$641,606
Compensated Absences	$25,644	$178,748	$135,764
Total Current Liabilities	$157,830	$773,300	$1,216,222

Enterprise Funds
Statement of Net Position
Year Ended June 30, 2019

	Solid Waste	Sewer	Water
Noncurrent Liabilities			
Net Pension Liability	$1,011,288	$1,236,019	$1,910,211
Net OPEB Liability	$0	$740,014	$801,206
Bonds Payable, Net of Current Portion	$0	$4,927,835	$5,557,926
Total Noncurrent Liabilities	$1,011,288	$6,903,868	$8,269,343
Total Liabilities	$1,169,118	$7,677,168	$9,485,565
Deferred Inflows	$5,023	$156,773	$172,578
	$1,174,141	$7,833,941	$9,658,143
NET POSITION			
Invested in Capital Assets, Net of Related Debt	$7,145,174	$19,075,906	$27,642,087
Unrestricted	$823,939	$6,024,336	$5,526,376
Total Net Assets	$7,969,113	$25,100,242	$33,168,463
Total Assets and Deferred Outflows	$9,143,254	$32,934,183	$42,826,606

Enterprise Funds
Statement of Revenues, Expenses and Changes in Net Position
Year Ended June 30, 2019

	Solid Waste	Sewer	Water
Operating Revenues			
Charges for Services	$1,205,419	$9,004,469	$6,441,669
Other Current Assets	$0	$0	$5,520
Total Operating Revenue	$1,205,419	$9,004,469	$6,447,189
Operating Expenses			
Personnel Services	$716,108	$662,714	$1,291,023
Non-Personnel Services	$1,281,068	$372,037	$1,055,827
Depreciation	$393,835	$895,147	$1,323,127
Intergovernmental Assets	$0	$6,173,219	$856,049
Total Operating Expenses	$2,391,011	$8,103,117	$4,526,026
Operating Income (Loss)	($1,185,592)	$901,352	$1,921,163
Non-operating Revenues and Expenses			
Intergovernmental Revenue	$0	$34,374	$0
Investment Income	$4,674	$27,735	$30,329
Other Revenue		$0	
Interest Expense	($3,812)	($136,806)	($163,069)
Net Non-operating Revenue/Expense	$862	($74,697)	($132,740)
Income (Loss) Before Transfers	($1,184,730)	$826,655	$1,788,423
Capital Contribution		$369,573	$340,660
Transfers In	$1,772,602	$724,750	$68,000
Transfers Out	($442,958)	($1,635,071)	($2,945,743)
Net Transfers	$1,329,644	($540,748)	($2,537,083)
Change in Net Position	$144,914	$285,907	($748,660)
Net Position at Beginning of Year	$7,824,199	$24,814,335	$33,917,123
Net Position at End of Year	$7,969,113	$25,100,242	$33,168,463

Enterprise Funds
Statement of Cash Flows
Year Ended June 30, 2019

	Solid Waste	Sewer	Water
Operating Activities			
Receipts from Customers and Users	$1,049,457	$8,844,813	$6,710,899
Employer Contributions	$0	$0	$0
Payment of Utility Assessments	$0	($6,173,219)	($856,049)
Payments to Vendors and Contractors	($1,485,633)	($389,051)	($1,049,213)
Payment of Employee Salaries, Benefits, and Related Activities	($737,361)	($928,986)	($1,258,819)
Net Cash Operating Activities	($1,173,537)	$1,353,557	$3,546,818
Noncapital Financing Activities			
Operating Grants Received	$0	$34,374	$0
Transfers from Other Funds	$1,772,603	$724,750	$68,000
Transfers to Other Funds	($442,958)	($1,635,071)	($2,945,743)
Net Cash Noncapital Financing Activities	$1,329,645	($875,947)	($2,877,743)
Capital Financing Activities			
Acquisition and Construction of Capital Assets	($649,925)	($1,029,474)	($2,216,836)
Non Operating Revenue	$0	$0	
Proceeds from Notes	$0	$0	$360,000
Proceeds from Bonds	$0	$0	$0
Principal Payments on Loans	($55,000)	($842,507)	($1,153,848)
Paydowns of Notes	($5,000)		$0
Capital Contribution	$0	$0	$0
Interest Expense	($3,812)	($136,806)	($163,069)
Net Cash Capital Financing Activities	($713,737)	($2,008,787)	($3,173,753)

Enterprise Funds
Statement of Cash Flows
Year Ended June 30, 2019

	Solid Waste	Sewer	Water
Investment Activities			
Investment Income	$4,674	$27,735	$30,329
Net Cash Investment Activities	$4,674	$27,735	$30,329
Net Change in Cash	($552,955)	($1,503,442)	($2,474,349)
Cash and Investments Beginning of Year	$2,066,553	$6,851,413	$8,771,068
Cash and Investments End of Year	$1,513,598	$5,347,971	$6,296,719

Trust Funds
Year Ended June 30, 2019

Fund	July 1, 2018	Receipts	Disbursements & Adjustments	June 30, 2019
Anita M. Reinke Memorial Scholarship	$12,487.55	$674.27	$500.00	$12,661.82
Arthur and Cecilia Bailey Scholarship	$56,157.72	$3,032.23	$2,500.00	$56,689.95
Centennial Football Scholarship	$546.15	$29.48		$575.63
Charles and Bernice Siegel Memorial Fund	$249,330.16	$13,462.57	$9,000.00	$253,792.73
Chloe Malast Memorial Scholarship	$18,571.02	$1,028.91	$725.00	$18,874.93
Class of 1979 Scholarship	$50.34	$2.73		$53.07
Class of 1980 Scholarship	$7,600.70	$410.39	$500.00	$7,511.09
C. J. Cullen III Memorial Scholarship	$47,621.47	$2,571.31	$2,000.00	$48,192.78
Dana F. Burke Scholarship	$4,963.76	$268.03		$5,231.79
De Fazio Family Memorial Scholarship	$17,756.64	$958.77	$700.00	$18,015.41
Derwood Newman Memorial	$35,029.89	$1,891.46		$36,921.35
Dr. Lee Allan Memorial	$3,826.29	$206.60		$4,032.89
Dwight School (Pollard School)	$53,497.47	$2,888.58		$56,386.05
Edward J. Stewart 13 Club Scholarship	$109.71	$5.93		$115.64
Edith Wildman Fund	$613,333.71	$33,116.90	$24,500.00	$621,950.61
Adrienne Garrido Memorial Scholarship	$27,625.64	$7,475.77	$3,000.00	$32,101.41
Elizabeth Handley	$47,716.92	$2,576.47	$1,900.00	$48,393.39
Elizabeth May Music Trust	$222,342.91	$12,005.37		$234,348.28
Frederick Barstow Scholarship	$301,424.44	$15,904.34	$17,000.00	$300,328.78
Frederick Harris Scholarship	$36,241.71	$1,956.87	$2,000.00	$36,198.58
George Morse Memorial Scholarship	$264,548.58	$14,284.28	$5,600.00	$273,232.86
George F. Skinner	$738.17	$39.84		$778.01
High School Sports Endowment	$42,242.44	$2,280.87	$1,644.39	$42,878.92
Igor Guralnik & Keith Flueckiger	$20.63	$1.10		$21.73
Joan W. Swartz Memorial Scholarship	$83.45	$4.51		$87.96
John Akers	$339,522.96	$17,984.64	$10,000.00	$347,507.60
John C. Wood (High School Library)	$18,265.37	$986.23	$105.04	$19,146.56
Joseph Paulini Scholarship	$3,958.94	$213.77		$4,172.71
Kyle Shapiro Scholarship	$6.97	$0.40		$7.37
Leo F. Richards Jr. Scholarship	$135.13	$7.29	$135.00	$7.42
Linda Barnes Scholarship	$737.48	$39.83	$500.00	$277.31
Lizzie and Reuben Grossman Scholarship	$102.50	$1,505.53	$1,500.00	$108.03
Mark R., Beane Memorial Scholarship	$42,225.92	$2,279.97	$1,675.00	$42,830.89
Mark Oberle Memorial Scholarship		$15,437.51		$15,437.51
Martin Luther King Scholarship	$6,166.32	$332.93	$250.00	$6,249.25
Minot Mac Donald (Carter School Library)	$12,945.22	$698.98		$13,644.20
Miriam Kronish Scholarship	$6,633.79	$358.20	$265.00	$6,726.99
Miriam Kronish Excellence in Educ	$41,344.39	$2,230.08	$1,631.33	$41,943.14
Nate Tavalone Scholarship	$9,635.86	$822.18	$360.00	$10,098.04
New Century Club Scholarship	$15,879.85	$857.42	$635.00	$16,102.27
Nina Pansuk Scholarship	$174,270.13	$9,409.71	$5,000.00	$178,679.84
Peter Eloranta Chemistry Award Scholarship	$16,445.75	$887.98		$17,333.73

Trust Funds
Year Ended June 30, 2019

Fund	July 1, 2018	Receipts	Disbursements & Adjustments	June 30, 2019
Peter Eloranta Scholarship	$115,790.94	$6,252.12	$4,000.00	$118,043.06
Rebecca H. Perry Memorial Scholarship	$316,542.09	$17,091.68	$7,600.00	$326,033.77
Richard Jensen, Sr. Memorial Scholarship	$3,770.51	$203.57		$3,974.08
Robert and Elizabeth Gardner Scholarship	$139,412.63	$44,822.22	$20,000.00	$164,234.85
Robert Burke Fitzgerald	$130,638.13	$8,073.16	$5,200.00	$133,511.29
Ruth Ann B. Simmons MD Memorial Scholarship	$15,920.04	$859.61	$1,500.00	$15,279.65
Scott Marino Memorial Scholarship	$8,448.44	$456.18	$1,000.00	$7,904.62
Stacy Neilson Memorial Fund (Soccer Team)	$25,536.32	$1,378.83	$950.00	$25,965.15
Students Need Arts Trust Fund	$79.04	$3.99		$83.03
Timothy P. Flanagan Memorial Scholarship	$5,443.54	$293.95	$3,000.00	$2,737.49
Richard Tod Greenleaf III Memorial	$2,585.77	$139.62	$1,000.00	$1,725.39
William G. Moseley Scholarship	$27,540.41	$1,487.02	$900.00	$28,127.43
William L. Sweet Scholarship	$978,735.57	$52,846.75	$43,625.00	$987,957.32
William T. Burke Memorial Scholarship	$235.28	$12.94		$248.22
Subtotal School	$4,522,822.76	$305,051.87	$182,400.76	$4,645,473.87
Arthur W. & Barbara S. Hatch Fund	$345,208.79	$18,564.92	$4,924.92	$358,848.79
Bosworth Library Trust Fund	$9,135.21	$493.27		$9,628.48
Charles Fredic Clifford Henderson Library 10% Trust	$165,420.48	$8,931.87		$174,352.35
Cora Proctor Thurston Fund	$16,282.06	$879.13	$987.86	$16,173.33
Harold Street Trust	$30,398.50	$1,641.36		$32,039.86
Helen DE M. Dunn Library Trust Fund	$1,090.24	$58.86		$1,149.10
Karl L. Nutter Library Trust Fund	$2,959.90	$159.81		$3,119.71
Laura G. Willgoose Library Trust Fund	$177,592.29	$9,444.09	$5,390.38	$181,646.00
Library Permanent Donation Fund	$119,958.56	$69,469.51	$69,392.98	$120,035.09
Lois Carley Children's Library Trust	$13,986.86	$753.64	$250.00	$14,490.50
Martha Barr Library Trust Fund	$4,228.01	$228.30		$4,456.31
Myra S. Greenwood Library Trust Fund	$95,174.20	$5,138.93		$100,313.13
Roger S. Corliss Fund	$9,093.03	$479.25	$897.98	$8,674.30
William Carter Fund	$46,775.44	$2,447.81	$2,166.66	$47,056.59
William H. Wye Library Fund	$2,158.56	$116.55		$2,275.11
Kathleen F and Dr Thomas H Weller Trust Fund	$7,856.81	$424.23		$8,281.04
Subtotal Library	$1,047,318.94	$119,231.53	$84,010.78	$1,082,539.69
350th Needham Birthday Celebration	$6,993.93	$377.63		$7,371.56
400th Needham Birthday Celebration	$4,667.43	$252.02		$4,919.45
Community Revitalization Maintenance 10% Trust	$1,689.82	$6,919.14	$8,600.00	$8.96
Community Revitalization Trust	$11,779.78	$5,940.08	$16,113.56	$1,606.30
Council on Aging Permanent Donation	$189,694.56	$10,242.54		$199,937.10
Domestic Violence Trust	$284,791.09	$15,377.29	$6,100.00	$294,068.38
Esther Lyford Trust	$13,316.00	$719.01		$14,035.01
Green Field Improvement Association Fund	$7,314.70	$394.95		$7,709.65
John B. Tolman Trust (Library/Temperance Organization)	$159,991.24	$8,628.24	$10,283.07	$158,336.41

Trust Funds
Year Ended June 30, 2019

Fund	July 1, 2018	Receipts	Disbursements & Adjustments	June 30, 2019
Mary Virginia E. Hill (Animal Welfare) Fund	$17,535.26	$946.81		$18,482.07
Needham Cemetery Grand Army Lot Perpetual Care Fund	$14,824.68	$771.36	$1,500.00	$14,096.04
Needham Military Band	$154.27			$154.27
Park & Recreation (Park Beautification) Fund	$17,798.15	$1,002.32		$18,800.47
Rebecca Perry Park Trust Fund	$36,023.16	$1,945.07		$37,968.23
Robert & Marcia Carleton Memorial Trust Fund	$124,938.01	$6,746.00		$131,684.01
Robert & Marcia Carleton Pavilion Fund	$38,189.77	$2,062.02		$40,251.79
Skate Park Trust Fund	$3,125.59	$168.77		$3,294.36
Subtotal Other Funds	$932,827.44	$62,493.25	$42,596.63	$952,724.06
TOTAL	$6,502,969.14	$486,776.65	$309,008.17	$6,680,737.62

General Fund
Statement of Budget Appropriations and Expenditures
Year Ended June 30, 2019

	Description	Annual Town Meeting	Special Town Meeting Appropriations	Transfers Approved	Total Available for Expenditure	Disbursements	Encumbered	Total Expenditures	Returned
Townwide		$52,281,444		-$696,218	$51,585,226	-$47,593,915.24	-$522,562.81	-$48,116,478.05	$3,468,747.95
10	Select Board and the Office of the Town Manager	$1,027,225		$17,443	$1,044,668	-$978,779.32	-$14,552.06	-$993,331.38	$51,336.62
11	Town Clerk and Board of Registrars	$433,133		$3,870	$437,003	-$413,341.42	-$1,425.00	-$414,766.42	$22,236.58
12	Town Counsel	$329,442			$329,442	-$290,093.29	-$38,920.52	-$329,013.81	$428.19
13	Personnel Board								
14	Finance Department	$2,929,689		$38,000	$2,967,689	-$2,791,612.54	-$46,619.07	-$2,838,231.61	$129,457.39
15	Finance Committee	$38,768		$937	$39,705	-$38,222.48		-$38,222.48	$1,482.52
16	Planning and Community Development Department	$561,423		$9,410	$570,833	-$504,591.34	-$9,150.00	-$513,741.34	$57,091.66
17	Police Department	$6,815,401		$12,758	$6,828,159	-$6,518,853.63	-$169,685.03	-$6,688,538.66	$139,620.34
18	Fire Department	$8,164,583		$10,514	$8,175,097	-$8,076,746.58	-$33,573.55	-$8,110,320.13	$64,776.87
19	Building Department	$756,753		$16,899	$773,652	-$635,137.22	-$12,007.50	-$647,144.72	$126,507.28
20	Minuteman Regional High School Assessment	$914,236			$914,236	-$914,236.00		-$914,236.00	
21	Needham Public Schools	$71,105,943			$71,105,943	-$70,028,393.24	-$1,058,596.21	-$71,086,989.45	$18,953.55
22	Building Design and Construction Department	$507,856		$10,364	$518,220	-$288,867.03	-$694.99	-$289,562.02	$228,657.98
23	Department of Public Works	$12,466,886		$487,264	$12,954,150	-$12,095,021.32	-$459,135.53	-$12,554,156.85	$399,993.15
24	Municipal Parking Program	$106,382			$106,382	-$81,129.16	-$25,187.18	-$106,316.34	$65.66
25	Health and Human Services Department	$1,861,734		$25,866	$1,887,600	-$1,738,042.92	-$12,753.72	-$1,750,796.64	$136,803.36

General Fund
Statement of Budget Appropriations and Expenditures
Year Ended June 30, 2019

	Description	Annual Town Meeting	Special Town Meeting Appropriations	Transfers Approved	Total Available for Expenditure	Disbursements	Encumbered	Total Expenditures	Returned
26	Commission on Disabilities	$2,050			$2,050	-$1,554.74		-$1,554.74	$495.26
27	Historical Commission	$1,050			$1,050				$1,050.00
28	Needham Public Library	$1,755,909		$24,165	$1,780,074	-$1,731,442.21	-$1,937.49	-$1,733,379.70	$46,694.30
29	Park and Recreation Department	$659,932	$16,115	$38,728	$714,775	-$703,138.37	-$11,317.99	-$714,456.36	$318.64
30	Memorial Park	$750			$750	-$234.60	-$515.40	-$750.00	
	Subtotal	$110,439,145	$16,115	$696,218	$111,151,478	-$107,829,437.41	-$1,896,071.24	-$109,725,508.65	$1,425,969.35
	Townwide & Departments	$162,720,589	$16,115		$162,736,704	-$155,423,352.65	-$2,418,634.05	-$157,841,986.70	$4,894,717.30
	Townwide Expense Budgets								
1	Casualty, Liability, Property & Self-Insurance Program	$626,790			$626,790	-$556,798.00	-$68,575.00	-$625,373.00	$1,417.00
2	Debt Service	$14,904,503			$14,904,503	-$14,891,903.10		-$14,891,903.10	$12,599.90
3	Group Health Insurance, Employee Benefits & Administrative Costs	$15,256,471			$15,256,471	-$13,752,562.14	-$39,317.00	-$13,791,879.14	$1,464,591.86
4	Needham Electric, Light & Gas	$3,586,259			$3,586,259	-$2,997,558.00	-$413,895.81	-$3,411,453.81	$174,805.19
5	Retiree Insurance & Insurance Liability Fund (OPEB)	$6,906,705			$6,906,705	-$6,906,705.00		-$6,906,705.00	
6	Retirement Assessments	$7,934,482			$7,934,482	-$7,809,911.00		-$7,809,911.00	$124,571.00
7	Workers Compensation	$679,253			$679,253	-$678,478.00	-$775.00	-$679,253.00	
8	Classification Performance & Settlements	$527,090		-$388,426	$138,664				$138,664.00

General Fund
Statement of Budget Appropriations and Expenditures
Year Ended June 30, 2019

Description	Annual Town Meeting	Special Town Meeting Appropriations	Transfers Approved	Total Available for Expenditure	Disbursements	Encumbered	Total Expenditures	Returned
9 Reserve Fund	$1,859,891		-$307,792	$1,552,099				$1,552,099.00
Total	$52,281,444		-$696,218	$51,585,226	-$47,593,915.24	-$522,562.81	-$48,116,478.05	$3,468,747.95
Select Board and the Office of the Town Manager								
10A Salary & Wages	$875,526		$17,443	$892,969	-$856,955.76		-$856,955.76	$36,013.24
10B Expenses	$151,699			$151,699	-$121,823.56	-$14,552.06	-$136,375.62	$15,323.38
Capital								
Other								
Total	$1,027,225		$17,443	$1,044,668	-$978,779.32	-$14,552.06	-$993,331.38	$51,336.62
Town Clerk and Board of Registrars								
11A Salary & Wages	$373,098		$3,870	$376,968	-$367,508.19		-$367,508.19	$9,459.81
11B Expenses	$60,035			$60,035	-$45,833.23	-$1,425.00	-$47,258.23	$12,776.77
Total	$433,133		$3,870	$437,003	-$413,341.42	-$1,425.00	-$414,766.42	$22,236.58
Town Counsel								
12A Salary & Wages	$75,442			$75,442	-$75,140.00		-$75,140.00	$302.00
12B Expenses	$254,000			$254,000	-$214,953.29	-$38,920.52	-$253,873.81	$126.19
Total	$329,442			$329,442	-$290,093.29	-$38,920.52	-$329,013.81	$428.19
Personnel Board								
13A Salary & Wages								
13B Expenses								
Total								
Finance Department								
14A Salary & Wages	$1,905,197	-$25,000	$38,000	$1,918,197	-$1,844,329.86		-$1,844,329.86	$73,867.14
14B Expenses	$949,492	$10,000		$959,492	-$863,592.76	-$40,313.38	-$903,906.14	$55,585.86
14C Capital	$75,000	$15,000		$90,000	-$83,689.92	-$6,305.69	-$89,995.61	$4.39
Total	$2,929,689		$38,000	$2,967,689	-$2,791,612.54	-$46,619.07	-$2,838,231.61	$129,457.39
Finance Committee								
15A Salary & Wages	$37,448		$937	$38,385	-$37,257.48		-$37,257.48	$1,127.52
15B Expenses	$1,320			$1,320	-$965.00		-$965.00	$355.00
Total	$38,768		$937	$39,705	-$38,222.48		-$38,222.48	$1,482.52

General Fund
Statement of Budget Appropriations and Expenditures
Year Ended June 30, 2019

Description	Annual Town Meeting	Special Town Meeting Appropriations	Transfers Approved	Total Available for Expenditure	Disbursements	Encumbered	Total Expenditures	Returned
Planning and Community Development Departmen								
16A Salary & Wages	$529,523		$9,410	$538,933	-$488,583.56		-$488,583.56	$50,349.44
16B Expenses	$31,900			$31,900	-$16,007.78	-$9,150.00	-$25,157.78	$6,742.22
Total	$561,423		$9,410	$570,833	-$504,591.34	-$9,150.00	-$513,741.34	$57,091.66
Police Department								
17A Salary & Wages	$6,350,537		$12,758	$6,363,295	-$6,276,829.96		-$6,276,829.96	$86,465.04
17B Expenses	$311,290			$311,290	-$242,023.67	-$32,169.36	-$274,193.03	$37,096.97
17C Capital	$153,574			$153,574		-$137,515.67	-$137,515.67	$16,058.33
Total	$6,815,401		$12,758	$6,828,159	-$6,518,853.63	-$169,685.03	-$6,688,538.66	$139,620.34
Fire Department								
18A Salary & Wages	$7,763,983		$10,514	$7,774,497	-$7,715,423.26		-$7,715,423.26	$59,073.74
18B Expenses	$376,822			$376,822	-$337,545.32	-$33,573.55	-$371,118.87	$5,703.13
18C Capital	$23,778			$23,778	-$23,778.00		-$23,778.00	
Total	$8,164,583		$10,514	$8,175,097	-$8,076,746.58	-$33,573.55	-$8,110,320.13	$64,776.87
Building Department								
19A Salary & Wages	$701,713		$16,899	$718,612	-$611,517.53		-$611,517.53	$107,094.47
19B Expenses	$55,040			$55,040	-$23,619.69	-$12,007.50	-$35,627.19	$19,412.81
Total	$756,753		$16,899	$773,652	-$635,137.22	-$12,007.50	-$647,144.72	$126,507.28
Minuteman Regional High School Assessmen								
20 Assessment	$914,236			$914,236	-$914,236.00		-$914,236.00	
Total	$914,236			$914,236	-$914,236.00		-$914,236.00	
Needham Public Schools								
21 Needham Public School Budget	$71,105,943			$71,105,943	-$70,028,393.24	-$1,058,596.21	-$71,086,989.45	$18,953.55
Total	$71,105,943			$71,105,943	-$70,028,393.24	-$1,058,596.21	-$71,086,989.45	$18,953.55
Building Design and Construction Department								
22A Salary & Wages	$488,361		$10,364	$498,725	-$272,231.63		-$272,231.63	$226,493.37
22B Expenses	$19,495			$19,495	-$16,635.40	-$694.99	-$17,330.39	$2,164.61
Total	$507,856		$10,364	$518,220	-$288,867.03	-$694.99	-$289,562.02	$228,657.98

General Fund
Statement of Budget Appropriations and Expenditures
Year Ended June 30, 2019

Description	Annual Town Meeting	Special Town Meeting Appropriations	Transfers Approved	Total Available for Expenditure	Disbursements	Encumbered	Total Expenditures	Returned
Department of Public Works								
23A Salary & Wages	$7,482,721		$179,472	$7,662,193	-$7,413,104.89		-$7,413,104.89	$249,088.11
23B Expenses	$4,537,940			$4,537,940	-$3,942,280.19	-$459,135.53	-$4,401,415.72	$136,524.28
23C Capital	$29,993			$29,993	-$15,612.41		-$15,612.41	$14,380.59
23D Snow & Ice Removal	$416,232		$307,792	$724,024	-$724,023.83		-$724,023.83	$0.17
Total	$12,466,886		$487,264	$12,954,150	-$12,095,021.32	-$459,135.53	-$12,554,156.85	$399,993.15
Municipal Parking Program								
24 Program	$106,382			$106,382	-$81,129.16	-$25,187.18	-$106,316.34	$65.66
Total	$106,382			$106,382	-$81,129.16	-$25,187.18	-$106,316.34	$65.66
Health and Human Services Department								
25A Salary & Wages	$1,519,748		$25,866	$1,545,614	-$1,424,643.37		-$1,424,643.37	$120,970.63
25B Expenses	$341,986			$341,986	-$313,399.55	-$12,753.72	-$326,153.27	$15,832.73
Total	$1,861,734		$25,866	$1,887,600	-$1,738,042.92	-$12,753.72	-$1,750,796.64	$136,803.36
Commission on Disabilities								
26A Salary & Wages	$1,500			$1,500	-$1,500.00		-$1,500.00	
26B Expenses	$550			$550	-$54.74		-$54.74	$495.26
Total	$2,050			$2,050	-$1,554.74		-$1,554.74	$495.26
Historical Commission								
27A Salary & Wages								
27B Expenses	$1,050			$1,050				$1,050.00
Total	$1,050			$1,050				$1,050.00
Needham Public Library								
28A Salary & Wages	$1,397,232		$24,165	$1,421,397	-$1,376,146.48		-$1,376,146.48	$45,250.52
28B Expenses	$358,677			$358,677	-$355,295.73	-$1,937.49	-$357,233.22	$1,443.78
Total	$1,755,909		$24,165	$1,780,074	-$1,731,442.21	-$1,937.49	-$1,733,379.70	$46,694.30
Park and Recreation Department								
29A Salary & Wages	$575,332		$38,728	$614,060	-$614,059.40		-$614,059.40	$0.60
29B Expenses	$84,600	$16,115		$100,715	-$89,078.97	-$11,317.99	-$100,396.96	$318.04
Total	$659,932	$16,115	$38,728	$714,775	-$703,138.37	-$11,317.99	-$714,456.36	$318.64

General Fund
Statement of Budget Appropriations and Expenditures
Year Ended June 30, 2019

Description	Annual Town Meeting	Special Town Meeting Appropriations	Transfers Approved	Total Available for Expenditure	Disbursements	Encumbered	Total Expenditures	Returned
Memorial Park								
30A Salary & Wages								
30B Expenses	$750			$750	-$234.60	-$515.40	-$750.00	
Total	$750			$750	-$234.60	-$515.40	-$750.00	
Department Budget Total	$110,439,145	$16,115	$696,218	$111,151,478	-$107,829,437.41	-$1,896,071.24	-$109,725,508.65	$1,425,969.35
Total Operating Budget	$162,720,589	$16,115		$162,736,704	-$155,423,352.65	-$2,418,634.05	-$157,841,986.70	$4,894,717.30

Solid Waste Enterprise Fund
Statement of Budget Appropriations and Expenditures
Year Ended June 30, 2019

	Description	Annual Town Meeting	Special Town Meeting Appropriations	Transfers Approved	Total Available for Expenditure	Disbursements	Encumbered	Total Expenditures	Returned
101A	Salary & Wages	$801,914	$12,547		$814,461	-$738,334.00		-$738,334.00	$76,127.00
101B	Expenses	$1,496,979			$1,496,979	-$1,246,772.29	-$245,196.82	-$1,491,969.11	$5,009.89
101C	Capital	$91,500			$91,500	-$82,583.00	-$8,354.00	-$90,937.00	$563.00
101D	Debt Service	$150,000			$150,000	-$63,811.94		-$63,811.94	$86,188.06
102	Reserve Fund	$25,000			$25,000				$25,000.00
	Total Operating Budget	$2,565,393	$12,547		$2,577,940	-$2,131,501.23	-$253,550.82	-$2,385,052.05	$192,887.95

Sewer Enterprise Fund
Statement of Budget Appropriations and Expenditures
Year Ended June 30, 2019

	Description	Annual Town Meeting	Special Town Meeting Appropriations	Transfers Approved	Total Available for Expenditure	Disbursements	Encumbered	Total Expenditures	Returned
201A	Salary & Wages	$961,327	$16,842		$978,169	-$919,060.73		-$919,060.73	$59,108.27
201B	Expenses	$439,727			$439,727	-$364,580.23	-$69,562.64	-$434,142.87	$5,584.13
201C	Capital	$50,000			$50,000	-$49,519.77		-$49,519.77	$480.23
201D	MWRA Assessment	$6,227,150	-$53,931		$6,173,219	-$6,173,219.00		-$6,173,219.00	
201E	Debt Service	$1,500,000			$1,500,000	-$1,167,381.32		-$1,167,381.32	$332,618.68
202	Reserve Fund	$35,000			$35,000				$35,000.00
	Total Operating Budget	$9,213,204	-$37,089		$9,176,115	-$8,673,761.05	-$69,562.64	-$8,743,323.69	$432,791.31

Water Enterprise Fund
Statement of Budget Appropriations and Expenditures
Year Ended June 30, 2019

	Description	Annual Town Meeting	Special Town Meeting Appropriations	Transfers Approved	Total Available for Expenditure	Disbursements	Encumbered	Total Expenditures	Returned
301A	Salary & Wages	$1,252,990	$19,889		$1,272,879	-$1,258,141.02		-$1,258,141.02	$14,737.98
301B	Expenses	$1,137,563			$1,137,563	-$1,030,651.94	-$101,980.12	-$1,132,632.06	$4,930.94
301C	Capital	$20,000			$20,000	-$20,000.00		-$20,000.00	
301D	MWRA Assessment	$862,262	-$6,213		$856,049	-$856,049.00		-$856,049.00	
301E	Debt Service	$1,550,000			$1,550,000	-$1,384,916.70		-$1,384,916.70	$165,083.30
302	Reserve Fund	$75,000			$75,000				$75,000.00
	Total Operating Budget	$4,897,815	$13,676		$4,911,491	-$4,549,758.66	-$101,980.12	-$4,651,738.78	$259,752.22

Community Preservation Act
Statement of Budget Appropriations and Expenditures
Year Ended June 30, 2019

Description	Annual Town Meeting	Special Town Meeting Appropriations	Transfers Approved	Total Available for Expenditure	Disbursements	Encumbered	Total Expenditures	Returned
Administrative Budget	$82,000			$82,000	-$2,114.91	-$8,569.12	-$10,684.03	$71,315.97
Total Operating Budget	$82,000			$82,000	-$2,114.91	-$8,569.12	-$10,684.03	$71,315.97

HUSETTS DEPARTMENT OF REVENUE
OF LOCAL SERVICES
OF ACCOUNTS

Needham
TOWN

TAX RATE RECAPITULATION
Fiscal Year 2019

ATE SUMMARY

mount to be raised (from page 2, IIe)	$ 210,087,646.1
stimated receipts and other revenue sources (from page 2, IIIe)	68,193,660.0
vy (Ia minus Ib)	$ 141,893,986.1
ition of Tax Rates and levies	

SS	(b) Levy percentage (from LA5)	(c) Ic above times each percent in col (b)	(d) Valuation by class (from LA-5)	(e) Tax Rates (c) / (d) x 1000	(f) Levy by class (d) x (e) / 1000
al	77.2509	109,614,381.33	8,846,926,822.00	12.39	109,613,423.3
mpt					
ce	0.0000	0.00	0.00	0.00	0.0
ial	16.6353	23,604,490.27	966,634,621.00	24.42	23,605,217.4
mpt					
	2.2120	3,138,694.97	128,529,898.00	24.42	3,138,700.1
L	***96.0982***		***9,942,091,341.00***		***136,357,340.8***
	3.9018	5,536,419.55	226,725,850.00	24.42	5,536,645.2
	100.0000		***10,168,817,191.00***		***141,893,986.1***

MUST EQUAL 1

P. Colarusso, Assessor , Needham , cdavis@needhamma.gov 781-455-7500 | 12/4/2018 6:41 PM

awson, Assessor , Needham , cdavis@needhamma.gov 781-455-7500 | 12/4/2018 6:24 PM

Do Not Write Below This Line --- For Department of Revenue Use Only

Reviewed By: Amy Handfield
Date: 12/06/2018
Approved: Andrew Nelson
Director of Accounts: Mary Jane Handy

Mary Jane Handy

NOTE : The information was Approved on 12/6/2018

Needham
TOWN

TAX RATE RECAPITULATION

Fiscal Year 2019

II. Amounts to be raised		
IIa. Appropriations (col.(b) through col.(g) from page 4)		***206,353,302***
IIb. Other amounts to be raised		
1. Amounts certified for tax title purposes	***12,500.00***	
2. Debt and interest charges not included on page 4	0.00	
3. Final Awards	0.00	
4. Total overlay deficit	0.00	
5. Total cherry sheet offsets (see cherry sheet 1-ER)	38,106.00	
6. Revenue deficits	0.00	
7. Offset receipts deficits Ch. 44, Sec. 53E	0.00	
8. CPA other unappropriated/unreserved	***306,658.00***	
9. Snow and ice deficit Ch. 44, Sec. 31D	0.00	
10. Other :	0.00	
TOTAL IIb (Total lines 1 through 10)		***357,264***
IIc. State and county cherry sheet charges (C.S. 1-EC)		1,408,970
IId. Allowance for abatements and exemptions (overlay)		1,968,110
IIe. Total amount to be raised (Total IIa through IId)		***210,087,646***
III. Estimated receipts and other revenue sources		
IIIa. Estimated receipts - State		
1. Cherry sheet estimated receipts (C.S. 1-ER Total)	11,813,942.00	
2. Massachusetts school building authority payments	695,148.00	
TOTAL IIIa		***12,509,090***
IIIb. Estimated receipts - Local		
1. Local receipts not allocated (page 3, col (b) Line 24)	***11,335,256.00***	
2. Offset Receipts (Schedule A-1)	***0.00***	
3. Enterprise Funds (Schedule A-2)	***22,383,484.00***	
4. Community Preservation Funds (See Schedule A-4)	***5,408,305.00***	
TOTAL IIIb		***39,127,045***
IIIc. Revenue sources appropriated for particular purposes		
1. Free cash (page 4, col (c))	***13,298,378.00***	
2. Other available funds (page 4, col (d))	***3,259,147.00***	
TOTAL IIIc		***16,557,525***
IIId. Other revenue sources appropriated specifically to reduce the tax rate		
1a. Free cash..appropriated on or before June 30, 2018	0.00	
1b. Free cash..appropriated on or after July 1, 2018	0.00	
2. Municipal light surplus	0.00	
3. Other source :	0.00	
TOTAL IIId		***0***
IIIe. Total estimated receipts and other revenue sources (Total IIIa through IIId)		***68,193,660***
IV. Summary of total amount to be raised and total receipts from all sources		
a. Total amount to be raised (from IIe)		***210,087,646***
b. Total estimated receipts and other revenue sources (from IIIe)	***68,193,660.00***	
c. Total real and personal property tax levy (from Ic)	***141,893,986.13***	
d. Total receipts from all sources (total IVb plus IVc)		***210,087,646***

NOTE : The information was Approved on 12/6/2018

TAX RATE RECAPITULATION

Fiscal Year 2019

LOCAL RECEIPTS NOT ALLOCATED *

Receipt Type Description	(a) Actual Receipts Fiscal 2018	(b) Estimated Receipts Fiscal 2019
OTOR VEHICLE EXCISE	5,910,554.81	4,900,000.0
THER EXCISE		
a.Meals	497,445.77	415,000.0
b.Room	1,045,862.09	945,000.0
c.Other	0.00	0.0
d.Cannabis	0.00	0.0
ENALTIES AND INTEREST ON TAXES AND EXCISES	457,279.40	225,000.0
AYMENTS IN LIEU OF TAXES	131,587.45	50,000.0
HARGES FOR SERVICES - WATER	0.00	0.0
HARGES FOR SERVICES - SEWER	0.00	0.0
HARGES FOR SERVICES - HOSPITAL	0.00	0.0
HARGES FOR SERVICES - SOLID WASTE FEES	0.00	0.0
THER CHARGES FOR SERVICES	2,224,465.20	1,640,000.0
EES	233,523.33	170,000.0
Cannabis Impact Fee	0.00	0.0
ENTALS	215,851.50	160,000.0
EPARTMENTAL REVENUE - SCHOOLS	36,194.85	30,000.0
EPARTMENTAL REVENUE - LIBRARIES	17,001.79	15,000.0
EPARTMENTAL REVENUE - CEMETERIES	0.00	0.0
EPARTMENTAL REVENUE - RECREATION	310,891.01	200,000.0
THER DEPARTMENTAL REVENUE	342,747.40	280,000.0
ICENSES AND PERMITS	2,603,017.37	1,931,256.0
PECIAL ASSESSMENTS	3,534.06	0.0
INES AND FORFEITS	187,559.71	120,000.0
NVESTMENT INCOME	434,319.10	250,000.0
EDICAID REIMBURSEMENT	207,679.15	0.0
ISCELLANEOUS RECURRING (PLEASE SPECIFY)	4,168.80	4,000.0
ISCELLANEOUS NON-RECURRING (PLEASE SPECIFY)	305,739.14	0.0
otals	***15,169,421.93***	***11,335,256.0***

fy that the actual receipts as shown in column (a) are, to the best of my knowledge correct and complete, and I further certify that I have examined ade on page 4 of the Fiscal 2019 tax rate recapitulation form by the City, Town or District Clerk and hereby acknowledge that such entries correctly propriations made and the sources from which such appropriations are to be met.

fficer

fy that the actual receipts as shown in column (a) are, to the best of my knowledge correct and complete,
certify that I have examined the entries made on page 4 of the above-indicated fiscal year tax rate recapitulation
City / Town / District Clerk and hereby acknowledge that such entries correctly reflect the appropriations made
ces from which such appropriations are to be met.

. Vaillancourt, Town Accountant , Needham , mvaillancourt@needhamma.gov 781-455-7500 | 12/3/2018 12:33 PM

ude receipts in columns (a) or (b) that were voted by the City / Town / District Council or Town Meeting as offset receipts on Schedule A-1, enterpris
edule A-2, or departmental revolving funds per Chapter 44, Section 53E 1/2. Written documentation should be submitted to support increases / estimated receipts to actual receipts.
documentation should be submitted to support increases/ decreases of FY 2019 estimated receipts to FY 2018 estimated receipts to be used in e Municipal Revenue Growth Factor (MRGF).

NOTE : The information was Approved on 12/6/2018

MASSACHUSETTS DEPARTMENT OF REVENUE
DIVISION OF LOCAL SERVICES
BUREAU OF ACCOUNTS

Needham
TOWN

TAX RATE RECAPITULATION

Fiscal Year 2019

City/Town Council or Town Meeting Dates	FY*	(a) Total Appropriations Of Each Meeting	(b) ** From Raise and Appropriate	(c) From Free Cash (See B-1)	(d) From Other Available Funds (See B-2)	(e) From Offset Receipts (See A-1)	(f) From Enterprise Funds (See A-2)	(g) From Community Preservation Funds (See A-4)	(h) *** Departmental Revolving Funds	(i) Borrowing Authorization (Other)
		APPROPRIATIONS							AUTHORIZATIONS MEMO ONLY	
05/09/2018	2019	13,647,442.00	0.00	7,207,289.00	1,855,000.00	0.00	0.00	4,585,153.00	0.00	3,168,000.0
05/14/2018	2019	683,300.00	613,300.00	0.00	70,000.00	0.00	0.00	0.00	0.00	-59,139.0
05/14/2018	2019	4,457,360.00	0.00	1,382,000.00	0.00	0.00	3,075,360.00	0.00	0.00	3,503,000.0
05/14/2018	2018	32,000.00	0.00	0.00	0.00	0.00	32,000.00	0.00	0.00	0.0
05/16/2018	2019	2,021,791.00	431,000.00	1,590,791.00	0.00	0.00	0.00	0.00	0.00	0.0
10/10/2018	2019	1,560,249.00	1,352,115.00	0.00	219,000.00	0.00	-10,866.00	0.00	0.00	65,531,480.0
05/07/2018	2019	183,520,160.00	161,447,400.00	2,687,298.00	1,115,147.00	0.00	17,753,821.00	516,494.00	1,296,100.00	645,000.0
05/14/2018	2018	431,000.00	0.00	431,000.00	0.00	0.00	0.00	0.00	0.00	0.0
	Total	*206,353,302.00*	*163,843,815.00*	*13,298,378.00*	*3,259,147.00*	*0.00*	*20,850,315.00*	*5,101,647.00*		

Enter the fiscal year to which the appropriation relates, i.e., fiscal year 2018 or fiscal 2019.
Appropriations included in column (b) must not be reduced by local receipts or any other funding source.
Appropriations must be entered gross to avoid a duplication in the use of estimated or other sources of receipts.
* Include only revolving funds pursuant to Chapter 44, Section 53 E 1/2.

Clerk

I hereby certify that the appropriations correctly reflect the votes taken by City / Town / District Council.

Theodora K. Eaton, Town Clerk , Needham , Teaton@needhamma.gov 781-455-7500 | 12/3/2018 2:46 PM

Comment:

The History and Directory of Needham, Massachusetts, 1888; or, "Don't Be A Dounderfunk!"

Gloria Polizzotti Greis, Executive Director, Needham History Center & Museum

A slim and rather tattered book has sat on the Archives bookshelf of the Needham History Center for many decades, but to be honest, I never paid it much attention. It is The *History & Directory of Needham* for the year 1888. The History Center has other references that cover that year – poll tax lists, town reports, etc. All are filled with valuable information, and because they form an annual series, all are well-used reference sources. In contrast, the 1888 Directory is single – there is no 1887 or 1889 – so I did not consider it to be all that interesting.

Oh, how wrong I was!

I recently sought out the book again after I got a note from one of our members, who sent along a scan of an ad for George Adams, "Dealer in Fruits & Vegetables, Ocean Lake and River Fish." Is it possible, he asked, that people were eating local fish from the Charles River? Given the long-standing industrial activity around Upper and Lower Falls, I sure hope they were not eating anything that came out of that part of the river, or out of Needham's small lakes, most of which were used for industry as well. On the other hand, the southern stretch was cleaner, and the Charles River Street pumping station produced some very fine water in its early days, so maybe…

From there, our conversation went on to some of the other ads in the book, which turned out to be a treasure-trove of 19th century commercial endeavor. There are numerous ads for the usual domestic and household needs – the butcher, the baker, General Stores, clothiers, paperhangers. But what struck me is the way many merchants maximized their custom by offering a bewildering variety of products and services. M.F. McDonald on Reservoir Street was an "*Auctioneer, and Dealer in First-Class Groceries, Grain, Choice Brands of Flour, Clothing, Small Wares [kitchen supplies], Fruit, Confectionery, &c.*" George Wragg's Domestic Bakery and Variety Store on Great Plain Avenue sold not only baked goods ("*Fresh Home Made Bread, Cakes, Pies, &c. hot every day at five p.m.*" with "*Special attention given to Wedding Cake*"), but his inventory also included periodicals, candies, cigars, and tobacco. But wait – there's more! In a *second* ad for his store on a different page in the Directory, he lists himself as "George E. Wragg, Auctioneer," and a dealer in sewing machines and their accessories, as well as pianos and parlor organs. George E. Eaton is listed no fewer than four times, as a real estate agent, insurance broker, undertaker, and yes, auctioneer. The funeral part of his business is still thriving, in the hands of this descendants.

"Auctioneer" puzzled me for a while. There are no fewer than TEN Auctioneers in the Directory; only knitting firms (15) and ladies' dressmakers (11) have more listings. All of the Auctioneers have other lines of retail business – general stores, bakeries, feed and grain merchants, etc. Although I assume they saw a fair number of property or bankruptcy auctions, it looks like what they are mostly doing is taking on goods for consignment.

George Eaton did have competition in the undertaking business. George H. Robbins over in Wellesley also advertised in the book, with "*Personal Attention Given in All Cases. Having graduated from Professor Clarke's School for Embalming, will give special attention to preserving and embalming dead bodies.*" This ad leaves me with so many disturbing questions. Was there a

reduced rate for Impersonal Attention? If he was giving his Special Attention to the embalming of the dead, what kind of embalming was he giving his divided attention to?

Since the Directory is more than 130 years old, it naturally includes services that are no longer needed in our lives. There were two carriage dealers, a harness-fitter and a carriage painter/decorator. The Ladies' Hair Store not only provided hairdressing services, dying, and wigs, but also wove hair combings from loved ones into mourning jewelry or crafted "hair work" – shadow boxes with wreaths or flowers crafted out of the tresses of the departed. And Mrs. Stephen Putnam was the sole owner of the formula for The Celebrated Dr. William Clarke's Restorative Bitters ("*Unlike Many Others, Do Not Intoxicate, Even if Taken to Excess.*") Dr. Clarke's restorative Bitters was used to treat "*chronic ailments of the viscera*" as well as "*obstinate torpidity of the liver.*" Ernest F. Robbins, however, was clearly gearing up for the brave new future – "*Ernest F. Robbins, Mechanical Expert. Inventions Perfected and Models Constructed in the Best Manner. Special Attention Given to Automatic Machinery.*"

The last ad in the book is by far the most puzzling. Jinks' Soap Manufacturing Company of Mansfield, MA placed an otherwise unremarkable ad for its soap powder, Puritene ("*Soap in a Concentrated State.*") It had the usual encomiums ("Puritene is the greatest invention of the 19th century"), and the usual warning to not be fooled by other unscrupulous soap-sellers. But right in the middle of this is the banner notice: **DON'T BE A DOUNDERFUNK. WE LIVE IN AN AGE OF PROGRESSION.** Huh? I googled "Dounderfunk," but the only citations were other copies of this ad, which was distributed widely. There is an obsolete naval term "dunderfunk," which referred to a mixture of chopped hardtack and molasses, and there is also (*of course* there is) a scatological slang meaning for that term. But neither of these would be used by a soap-seller in an ad to convince housewives to buy his product. On the other hand, calling your potential customer a Dounderfunk is probably not good salesmanship either.

Gloria Polizzotti Greis is the Executive Director of the Needham History Center & Museum. For information, see our website at www.needhamhistory.org.

JOHN THORPE,

MANUFACTURER OF FINE

SILK AND MERINO MITTENS

HOSIERY, GAPS, ETC., OR EVERY STYLE

HIGHLANDVILLE, MASS.

C. S. HALL.

MANUFACTURER OF

WOOLEN KNIT GOODS.

Ladies' and Children's Fancy Mitts made of Worsted and Silk a Specialty.

HUNNEWELL STREET, - HIGHLANDVILLE, MASS.

ERNEST F. ROBBINS,

MECHANICAL EXPERT.

Inventions Perfected and Models Constructed in the Best Manner.

Special Attention Given to Automatic Machinery.

Box 136, Needham, Mass.

MRS. C. B. CUMMINGS,

PROPRIETOR OF

"THE PINES,"

OPEN FOR BOARDERS.

For particulars apply or address, Mrs. C. B. Cummings, Box 331 Needham, Mass.

B. L. BROWN,

Successor to A. L. Woodruff,

— DEALER IN —

Fine Boots, Shoes and Rubbers,

AND GENTS' FURNISHING GOODS.

A Large and Select Stock of Ladies French Kid, Dongola and Goat Button Boots, in Common Sense and Opera, at prices that cannot fail to suit.

Gents' Fine Calf Button, Balmoral and Congress for

$2.00, $2.25, $2.50, $3.00, $3.50, $4.00, $5.00,

Also Medium Grades from $1.00 to $3.00.

Boys', Youths', Misses' and Children's School Shoes a Specialty.

CALL AND EXAMINE BEFORE PURCHASING ELSEWHERE

SATISFACTION GUARANTEED

Moseley Block, Needham.

FLOUR! FLOUR! FLOUR!

EVERY BARREL WARRANTED OR MONEY REFUNDED

The celebrated brand, "WHITE ELEPHANT," is one of the best in

Grain, Feed, Hay, Straw

AND POULTRY SUPPLIES

At the very bottom prices

CUSTOM GRINDING

OFFICE AND GRIST MILL, CHAPEL ST., NEEDHAM, MASS.

H. S. LOCKE,

DEALER IN

Spruce, Hemlock, Pine, W. Wood & Fencing

Laths, Clapboards and Shingles.

ALSO, NAILS, HARDWARE AND PAPER.

We are now prepared to furnish our customers with some of the best shingles manufactured.

Office and Yard, Keith Place,

Near Kingsbury Block. NEEDHAM.

DOMESTIC BAKERY and VARIETY STORE,

GEO. E. WRAGG, PROPRIETOR.

Fine Home Made Bread, Cakes, Pies, etc., [illegible] Team on the road Tuesdays and Saturdays. Also has [illegible] and Coffee from the Oriental [illegible] Wed'ns, Cake and Ice Cream. Also the largest variety of Stationery, Periodicals and Confectionery in town. Daily and Sunday Papers, Cigars and Tobaccos.

MOSELEY BLOCK, NEEDHAM, MASS.

EVERETT J. EATON,

AUCTIONEER.

Sale, Boarding, Hack and Livery Stable. Hacks, Hearse and Barges furnished. Needham, Highlandville, and Boston Express and Fast Freight [illegible] Leave Needham 8.05, 9.45 A. M., and 1.45 P. M., leave Boston 12 Washington St., 10 A. M. and 1 and 3 P. M.; 77 Kingston Street, 11 A. M. and 2 and 4 P. M.

DELACY ATKINSON,

Agent at Highlandville

Needham and Highlandville offices connected by telephone, free to patrons. Furniture Moving and all kinds of Heavy Teaming and Jobbing attended to. Furniture stored at reasonable prices. Bale Hay and Straw for sale.

EATON SQUARE, Needham, Mass. HIGHLAND AVE., Highlandville.

POST OFFICES.

NEEDHAM.—Money Order Office, E. H. Bowers, P. M., A. B. Dresser, Asst. P. M.

Mails arrive 8 a. m., 1 and 4 p. m. Mails close 9.30 a. m., 1.30 and 6.30 p. m. Office open from 7.30 a. m. to 8 p. m. Wednesday closes at 7 p. m.

HIGHLANDVILLE.—Mark Lee, P. M.

Mails arrive 7.46 a. m., 1.01 and 4.07 p. m. Mails close 9.40 a. m., 1.40 and 6.40 p. m.

CHARLES RIVER VILLAGE.—Martha N. Pierce, P. M.

Mails arrive 8.45 a. m., 4.11 p. m. Mails close 7.55 a. m., 4.35 p. m.

H. T. MANSFIELD, M. D.

PHYSICIAN • AND • SURGEON.

Office Hours,—generally before 9 A. M., 1 to 2.30 and 6 to 7 P. M.

HIGHLAND AVENUE.

Second House from Baptist Church. NEEDHAM.

J. E. WRIGHT,

— DEALER IN —

Fresh • Fish • and • Vegetables,

Oysters, Lobsters and Clams in their Season.

A share of the patronage of the citizens of Needham and vicinity solicited.

CENTRAL AVE., NEEDHAM.

HILLSIDE • FARM

PURE • MILK.

Finest and Best Fed Herd of Cows in Town.

The Fact that Trade in Needham has Increased Three-Fold within the last three years speaks for the quality of the Article produced.

ARTHUR WHITAKER.

DAWSON & WOODRUFF,

SUCCESSORS TO T. J. CROSSMAN & CO.

DEALERS IN

CHOICE FAMILY GROCERIES

Also Flour, Teas, Patent Medicines, Crockery, Hardware, Farming Tools, Cutlery, Stationery, Small Wares, &c. Patronage solicited. Satisfaction guaranteed. Prompt delivery.

MOSELEY BUILDING NEEDHAM

GEORGE ADAMS,

— DEALER IN —

FRUIT AND VEGETABLES,

Ocean Lake and River Fish.

OYSTERS, LOBSTERS AND CLAMS IN THEIR SEASON.

Will arrange to cater a variety and as good [illegible] as ever carried through by [illegible] Also [illegible] afternoons. Or [illegible] supplied. Dressed all regulate the supply.

MARKET, CHESTNUT STREET, NEEDHAM.

FRED G. CLEWS,

Glazier, Whitener and Paper Hanger.

Paints, Glass and Room Paper For Sale.

CLEWS' BLOCK, COR. HUNNEWELL ST. AND HILLSIDE AVE.

THEODORE McINTOSH,

WITH

C. & C. McINTOSH.

— DEALERS IN —

PURE MILK

Thanking the citizens of Needham and vicinity for past favors, will in the future, as they have in the past, endeavor to conduct their business in a manner satisfactory to all their customers, both old and new.

Cart will run through Needham and Highlandville daily. Their beautiful milk farm is situated on Great Plain avenue, near the Wellesley line. No brewers' grain or city swill used.

A. W. WALKUP,

MANUFACTURER OF AND DEALER IN

Pure Country Cider Vinegar.

NO. [illegible] FEDERAL STREET BOSTON

[illegible] NEEDHAM MASS.

Dr. T. A. Dutton's Vegetable Discovery.

A pure vegetable cure for the cure of Scrofula, Constipation, Sick Headache, [illegible] Worms, Female Complaints.

LAUDERBACH'S CATARRH REMEDY. It will pay you to give it a thorough trial, especially after trying others to [illegible] success.

LAUDERBACH'S NERVE TABLETS [illegible] Nervous Debility.

LAUDERBACH'S COMPLEXIOLINE. A quick and [illegible] Remedy.

LAUDERBACH'S ASTHMA AND BRONCHIAL POWDERS. A [illegible] Lung Affections.

LAUDERBACH'S PILE POMADE. [illegible] the cure of Hemorrhoids or Piles.

LAUDERBACH'S RHEUMATIC WINE cannot be equalled.

LAUDERBACH'S LIVER GRANULES. [illegible] the cure of all complaints [illegible]

LAUDERBACH'S BRAZILIAN BITTERS. [illegible] them.

S. G. LOW, Sole Agent.

HIGHLANDVILLE, MASS.

TOWN OF NEEDHAM

SPECIAL TOWN MEETING WARRANT

WEDNESDAY, OCTOBER 10, 2018

7:30 P.M.

JAMES HUGH POWERS HALL, NEEDHAM TOWN HALL

1471 HIGHLAND AVENUE

Additional information on particular warrant articles will be made available from time to time at www.needhamma.gov/townmeeting during the weeks leading up to the Special Town Meeting.

COMMONWEALTH OF MASSACHUSETTS

Norfolk, ss.

To either of the constables in the Town of Needham in said County, Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify the qualified Town Meeting Members of the Town of Needham to meet in the Needham Town Hall on:

WEDNESDAY, THE TENTH DAY OF OCTOBER, 2018

At 7:30 in the afternoon, then and there to act upon the following articles:

HUMAN RESOURCE ARTICLES

ARTICLE 1: FUND COLLECTIVE BARGAINING AGREEMENT – BUILDING CUSTODIAN/TRADES INDEPENDENT ASSOCIATION

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Building Custodian/Trades Independent Association, and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2019 and fiscal year 2020; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting
PERSONNEL BOARD RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: At the time of the printing of the warrant, the parties had not finalized this contract. The proposed agreement between the Town and BCTIA is for two contracts – FY2019 and FY2020 – FY2022. Town Meeting approval is required for the first year of any collective bargaining agreement, so both contracts are referenced in this article.

ARTICLE 2: FUND COLLECTIVE BARGAINING AGREEMENT – NEEDHAM INDEPENDENT PUBLIC EMPLOYEE ASSOCIATION/DPW

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Needham Independent Public Employee Association, and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2019; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting
PERSONNEL BOARD RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: At the time of the printing of the warrant, the parties had not finalized this contract. The proposed agreement between the Town and the Union is for FY2019 – FY2021. Town Meeting approval is required for the first year of any collective bargaining agreement.

ARTICLE 3: FUND COLLECTIVE BARGAINING AGREEMENT – INDEPENDENT TOWN WORKERS' ASSOCIATION

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Independent Town Workers' Association, and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2019; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting
PERSONNEL BOARD RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: At the time of the printing of the warrant, the parties had not finalized this contract. The proposed agreement between the Town and the Union is for FY2019 – FY2021. Town Meeting approval is required for the first year of any collective bargaining agreement.

FINANCE ARTICLES

ARTICLE 4: AMEND THE FY2019 OPERATING BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2019 Operating Budget adopted under Article 16 of the 2018 Annual Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating the new amounts as follows:

Line Item	Appropriation	Changing From	Changing To
29B	Park & Recreation Expenses	$84,600	$100,715

and to meet this appropriation that $16,115 be raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: The proposed appropriation will support an increase in the cost of contract cleaning for public bathrooms at parks and playing fields as a result of a new contract that began in FY2019.

ARTICLE 5: AMEND THE FY2019 RTS ENTERPRISE FUND BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2019 RTS Enterprise Fund adopted under Article 17 of the 2018 Annual Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating the new amounts as follows:

Line Item	Appropriation	Changing From	Changing To
101A	Salary & Wages	$801,914	$814,461

and to meet this appropriation that $12,547 be raised from RTS Enterprise Fund receipts; or take any other action relative thereto.

INSERTED BY: Board of Selectmen & Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: The proposed appropriation of $12,547 reflects the expected cost of the tentative agreement between the Town and NIPEA for bargaining unit employees at the RTS.

ARTICLE 6: AMEND THE FY2019 SEWER ENTERPRISE FUND BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2019 Sewer Enterprise Fund adopted under Article 18 of the 2018 Annual Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating the new amounts as follows:

Line Item	Appropriation	Changing From	Changing To
201A	Salary & Wages	$961,327	$978,169
201D	MWRA Assessment	$6,227,150	6,173,219

and that Sewer Enterprise Fund receipts be reduced by $37,089; or take any other action relative thereto.

INSERTED BY: Board of Selectmen & Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: The proposed appropriation for salary and wages in the amount of $16,842 reflects the expected cost of the tentative agreement between the Town and NIPEA for bargaining unit employees in the Sewer Enterprise Fund. The final MWRA Assessment is

$53,931 lower than the estimate used to set the FY2019 budget, resulting in a net decrease in the Enterprise Fund budget of $37,089.

ARTICLE 7: AMEND THE FY2019 WATER ENTERPRISE FUND BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2019 Water Enterprise Fund adopted under Article 19 of the 2018 Annual Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating the new amounts as follows:

Line Item	Appropriation	Changing From	Changing To
301A	Salary & Wages	$1,252,990	$1,272,879
301D	MWRA Assessment	$862,262	$856,049

and to meet this appropriation that $13,676 be raised from Water Enterprise Fund receipts; or take any other action relative thereto.

INSERTED BY: Board of Selectmen & Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: The proposed appropriation for salary and wages in the amount of $19,889 reflects the expected cost of the tentative agreements between the Town and ITWA and NIPEA for bargaining unit employees in the Water Enterprise Fund. The final MWRA Assessment is $6,213 lower than the estimate used to set the FY2019 budget, resulting in a net increase in the Enterprise Fund budget of $13,676.

ARTICLE 8: APPROPRIATE FOR CONSULTING ASSISTANCE NEEDHAM 2025

To see if the Town will vote to raise and/or transfer and appropriate the sum of $75,000 for the purpose of funding consulting assistance for the Needham 2025 Project, said sum to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be raised from the Tax Levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: The goal of the N2025 project is to gain a better understanding of the impact of commercial and residential growth on the Town's infrastructure, including but not limited to: traffic, transportation, water, sewer, drains, roads and bridges, technology, and school facilities; and to identify options for managing that impact. Over the years, the Town has conducted facility master plans, demographic analyses for future school needs planning, and build-out analyses for special projects and zoning initiatives. The N2025 project will provide a

more complete Town-wide overview – identifying the reasonably anticipated range of commercial and residential growth by 2025, and the associated impact/pressure that may be placed on existing, planned, or prospective infrastructure by this growth and other regional trends. The review will have a baseline which includes the improvements made to Town infrastructure over the past ten years, and planned capital investment (such as the Mitchell School, the Pollard School, the School Administration Building, and the DPW Complex). Expert advice will be sought to identify gaps that may exist in our existing and planned infrastructure investment because of reasonably anticipated commercial and residential growth.

PUBLIC SAFETY ARTICLES

ARTICLE 9: AMEND ZONING BY-LAW – WIRELESS COMMUNICATIONS FACILITIES

To see if the Town will vote to amend the Needham Zoning By-Law as follows:

(1) In Section 6.7, Wireless Communications Facilities, Subsection 6.7.3.3, Special Permit, by inserting a new paragraph (i), to read as follows:

"(i) Wireless Communication Equipment serving the Town of Needham's public safety communication purposes, located on a preexisting and lawfully permitted free standing monopole or lattice tower, and ground based equipment accessory thereto."

(2) In Section 6.7, Wireless Communications Facilities, Subsection 6.7.3.3, Special Permit, by inserting a new paragraph (j), to read as follows:

"(j) Free standing monopole owned and operated by the Town of Needham for public safety communication purposes exclusively, and wireless communication equipment accessory thereto, where such monopole and equipment are located on the site of the Town of Needham's Police and Fire Department Headquarters, as shown on the "Lot Consolidation Plan of Land 70 & 88 Chestnut Street, 89 & 99 School Street, and 43 Lincoln Street Prepared for the Town of Needham, Massachusetts" dated July 23, 2018 and to be recorded with the Norfolk County Registry of Deeds, and do not exceed 130 feet in height."

(3) In Section 6.7, Wireless Communications Facilities, Subsection 6.7.3.3, Special Permit, by inserting a new paragraph (k), to read as follows:

"(k) Free standing monopole or free-standing lattice tower, owned and operated by the Town of Needham for public safety communication purposes, and wireless communication equipment accessory thereto, where such monopole, lattice tower, and equipment are located on the site of the Town of Needham's Recycling and Transfer Station, shown of record as the lot containing 71.667 +/- acres on the "Plan of Land in Needham, Mass. Showing Property of the Town of Needham"

dated February 11, 1991 and recorded with the Norfolk County Registry of Deeds in Plan Book 619 at Page 36 and Lot 2 on Land Court Subdivision Plan 21906-C, all of said land being within the Wireless Communications Facilities Tower Overlay District, and do not exceed 199 feet in height."

(4) In Section 6.7, Wireless Communications Facilities, Subsection 6.7.2, Definitions, by revising the definition of the term "Wireless Communication Equipment" so that it shall read as follows (new language underlined):

"Wireless Communication Equipment – any device or other apparatus, fixed at a location, for transmission and reception of telecommunication that performs the function of antennas, together with any supporting structures, equipment and facilities ancillary and/or accessory thereto, including, but not limited to panel antennas, whip antennas, free-standing monopoles (not lattice shaped towers except as allowed in sections 6.7.3.1 (b), 6.7.3.1 (c), 6.7.3.3 (h) and 6.7.3.3 (k) below), dish and cone shaped antennas, satellite earth station antennas, personal wireless communication systems facilities, paging service facilities, cellular telephone service facilities, commercial mobile radio service facilities and related equipment boxes serving personal wireless services exclusively or, for purposes of this section 6.7, serving municipal public safety communication purposes."

(5) In Section 6.7, Wireless Communication Facilities, Subsection 6.7.3.3, Special Permit, by revising paragraph (h) to read as follows (new language underlined):

"(h) Free standing monopoles and free-standing lattice towers serving personal wireless services located in the Wireless Communications Facilities Tower Overlay District which meet the criteria outlined in section 3.7.3.2(b)."

(6) In Section 6.7, Wireless Communication Facilities, Subsection 6.7.3.2, Prohibited, by revising the first paragraph so that it shall read as follows (new language underlined):

"Lattice style towers, guyed towers, and facilities requiring three or more legs and/or guy wires for support shall not be allowed except for those uses set forth in 6.7.3.1 (b), 6.7.3.1 (c), 6.7.3.3 (h), and 6.7.3.3 (k). Lattice style towers, guyed towers, and facilities requiring three or more legs and/or guy wires existing or approved on the effective date of this by-law may be used for wireless communications equipment, subject to section 6.7.3.3 (f)."

(7) In Section 6.7, Wireless Communication Facilities, Subsection 6.7.5, Decision Criteria, by inserting a new paragraph (q), to read as follows:

"(q) Free standing monopoles and free-standing lattice towers, owned and operated by the Town of Needham for public safety communication purposes that are located within the Wireless Communications Facilities Tower Overlay District shall be subject to Section 3.7.3.2(b)(2) and 3.7.3.2(b)(4)."

(8) In Section 3.7, Wireless Communications Facilities Towers Overlay District, Subsection 3.7.3.2, Special Permit Uses, by revising paragraph (b) to read as follows (new language underlined):

"(b) Free-standing monopoles and free-standing lattice towers serving personal wireless services which meet the following criteria."

Or take any other action relative thereto.

INSERTED BY: Planning Board
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: *The Town is currently designing a new public safety communications system to replace the existing system that has significant gaps in coverage, is unreliable, and is failing. This is the system that both Police and Fire use to communicate between the dispatch center and personnel in the field. As currently planned, this new system involves a new 120 foot radio antenna monopole at the Police and Fire Station on Chestnut, Lincoln and School Streets, and a new 199 foot tower located at the Recycling and Transfer Station. The Town is also working to secure an antenna location on an existing commercial wireless communication tower near Cabot Street, and a site for a new communication tower on Commonwealth-owned land located next to the Norfolk County Sheriff's Office at 200 West Street in Dedham.*

The Zoning By-Law does not currently allow municipal public safety communications facilities anywhere in Town. Accordingly, the purpose of this zoning amendment is to allow by special permit, the three kinds of public safety communications facilities that would be proposed within the Town.

Section 6.7.3.3 of the Zoning By-Law lists various kinds of wireless communication equipment that may be allowed by special permit. This zoning amendment would add three new kinds of wireless communication equipment to this section as follows:

(1) Wireless Communication Equipment serving the Town of Needham's public safety communication purposes, located on a preexisting and lawfully permitted free standing monopole or lattice tower, and ground based equipment accessory thereto. The purpose of this addition is to allow the Town's public safety communications antennae to co-locate on existing towers, and also for the Town to build the ground-based equipment cabinets that are necessary to support the placement of these antennae on existing towers.

(2) Free standing monopole owned and operated by the Town of Needham for public safety communication purposes exclusively, and wireless communication equipment accessory thereto, where such monopole and equipment are located on the site of the Town of Needham's Police and Fire Department Headquarters. The purpose of this addition is to allow (by special permit) one public safety monopole at the new Police and Fire Department Headquarters bounded by Chestnut, Lincoln and School Streets. The zoning amendment would allow this monopole to be up to 130 feet in height. The Town's current design calls for the Headquarters monopole to be

120 feet in height. The zoning amendment allows a 10 foot margin above the current design in case unanticipated modifications to the system are necessary.

(3) Free standing monopole or free-standing lattice tower, owned and operated by the Town of Needham for public safety communication purposes, and wireless communication equipment accessory thereto, where such monopole, lattice tower, and equipment are located on the site of the Town of Needham's Recycling and Transfer Station. The purpose of this addition is to allow (by special permit) the Town to apply for a 199 foot tower at the Recycling and Transfer Station which is located within the Wireless Communications Facilities Tower Overlay District. This tower is planned to be 199 feet in height, which is the maximum height otherwise allowed for commercial towers within the district.

Finally the article proposes an amendment to the definition of "Wireless Communication Equipment" in Section 7.7.2. The purpose of this amendment is to make clear that "Wireless Communication Equipment" can include equipment that serves "municipal public safety communication purposes." In its current form, this definition only applies to personal wireless services, which does not include municipal equipment.

ARTICLE 10: APPROPRIATE FOR PUBLIC SAFETY BUILDINGS CONSTRUCTION

To see if the Town will vote to raise and/or transfer and appropriate the sum of $66,245,000 in order to pay costs of engineering and design services for the reconstruction and/or construction of the Public Safety Building and Fire Station #2, as well as the costs of reconstructing and/or constructing each of such facilities, including the costs of temporary relocation and all other costs incidental or related thereto, to be spent under the direction of the Permanent Public Building Committee and Town Manager, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under Massachusetts General Law Chapter 44, Section 7; and that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Massachusetts General Law Chapter 44, Section 20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: This article will fund the construction phase of the public safety building project.

The Public Safety Building, located at the intersection of Chestnut Street and School Street, opened in 1931, and was renovated in 1988-1989. Fire Station #2, located at the intersection of Highland Avenue and Webster Street, opened in 1949 and was also renovated in 1988-1989. The amount of space that was originally allocated within both buildings for the Police and Fire Departments is no longer sufficient to accommodate changes in operations, changing personnel

needs, technology upgrades, and security improvements, and neither station is fully accessible for individuals with limited mobility.

In 1950, 19 years after the station opened, the Police Department had 25 sworn officers and responded to 1,774 calls. By 2015, the number of sworn officers was 49 and call volume had increased to 31,610. The proposed program meets many deficiencies identified in the Police Department, including the lack of adequate locker facilities for female officers, evidence and property storage, interview rooms and interview recording technology, public meeting space, records storage, dispatch areas, patrol and administrative office space, and report writing space. The prisoner holding cells are outdated and inadequate, and the current prisoner booking area is unsafe due to its size and configuration. The building lacks the ability to handle technology improvements due to space constraints, while the roof continues to leak into the records/server room on the second floor. The current climate control only works sporadically throughout the building creating numerous temperature variations.

In 1950, the Fire Department had 27 firefighters. Call volume data is not available for 1950, but the Department responded to 600 calls in 1960. By 2015, the number of sworn firefighters was 64 and the Department responded to 3,915 calls. The proposed program meets many deficiencies identified in the Fire Department, including apparatus bays that are too small for modern fire trucks, insufficient area for performing equipment maintenance and repair, lack of facilities for storing and cleaning turnout gear, minimal existing office space, inadequate facilities for firefighter support such as bunkrooms, toilets and showers, and insufficient storage space for files and equipment.

The estimated average single family home (ASFH) annual tax bill would be increased by an average of $436 per year to pay the annual debt service for the proposed excluded debt. These calculations are based on the FY2018 ASFH assessment of $904,828. This calculation is based on a single tax rate. On an annual basis, the Board of Selectmen determines whether the Town will have a single tax rate or a split tax rate. The effect of a split tax rate, which the Town has had since 1988, is a subsidy to the residential taxpayers by the business community. All indications are that the Town will continue this practice. On a historic basis, the split tax rate would reduce the tax impact to the average single family homeowner by 11% - resulting in an average annual cost of $388.

The November 2, 2015 and February 10, 2016 Special Town Meetings and the 2017 Annual Town Meeting approved funding for feasibility studies and schematic design, and the October 2, 2017 Special Town Meeting appropriated $3.75 million for the design phase of the project. The project has been included on the ballot for the November 6, 2018 State election for debt exclusion funding.

CAPITAL ARTICLES

ARTICLE 11: APPROPRIATE FOR EMERY GROVER FEASIBILITY

To see if the Town will vote to raise and/or transfer and appropriate the sum of $130,000 for a feasibility study of the Emery Grover Building, to be spent under the direction of the Permanent Public Building Committee and Town Manager, and to meet this appropriation that said sum be raised from the Tax Levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: *Numerous Facilities Master Plans have indicated that the Emery Grover School Administration Building, which is on the National Register of Historic Buildings, is in need of additional office and storage space, as well as extensive repair and modernization to meet the needs of the School Department. The desired renovations would allow for a more efficient use of space, would permit handicapped accessibility and the full utilization of all four floors, and would make needed building repairs, including: replacing deteriorating HVAC, electrical, plumbing and window systems; and removing lead paint and asbestos.*

This request is to evaluate the various alternatives for renovating/reconstructing the Emery Grover building. The alternatives that would be evaluated with regard to functionality, schedule, and cost are: 1) full renovation and addition; 2) complete demolition and new construction; 3) preservation of one or more facades with new construction behind; and 4) the sale and relocation of School District administration to leased/purchased space. The study will determine suitability for school needs, and provide recommendations, with regard to any programmatic or zoning needs and will address temporary relocation requirements and cost. It will also identify how each alternative is categorized with regard to CPA funding and define implications and approvals (local, state and national) necessary to move each of these options forward.

ARTICLE 12: APPROPRIATE FOR MITCHELL SCHOOL MODULAR CLASSROOMS

To see if the Town will vote to raise and/or transfer and appropriate the sum of $1,350,000 for construction of modular classrooms and any associated work at the Mitchell Elementary School, said sum to be spent under the direction of the Permanent Public Building Committee and Town Manager, and to meet this appropriation that $42,000 be transferred from Article 47 of the 2003 Annual Town Meeting, that $6,700 be transferred from Article 50 of the 2009 Annual Town Meeting, that $59,700 be transferred from Article 37 of the 2014 Annual Town Meeting, that $74,000 be transferred from Article 39 of the 2015 Annual Town Meeting, that $26,900 be transferred from Article 41 of the 2015 Annual Town Meeting, that $9,700 be transferred from Article 10 of the October 27, 2014 Special Town Meeting, and that $1,131,000 be raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: *To prepare for the anticipated implementation of Full-Day Kindergarten in September 2019, the Needham Public Schools commissioned a space study to determine how best to implement the new program, given the District's existing inventory of classroom spaces.*

Based on the results of that study, the School Committee recommends that two additional modular classrooms be erected at the Mitchell Elementary School. The modular classrooms would supplement the school's 22 existing classroom spaces to provide the 24 classroom spaces deemed necessary in the first year of Full-Day Kindergarten. Starting September, 2019, the four Kindergarten classrooms will be housed in the existing modular classrooms, that were installed on the Mitchell School site in 2014. The use of the existing modulars for Kindergarten, however, will displace Music and Art from their classroom spaces, and will require that two new classrooms be added at the school.

This request is to provide funding to purchase and install two modular classrooms near the main entrance to the building. The new classrooms will provide space for Music and Art. The proposed location of these modular classrooms will provide easy access/visibility to the front door of the school and will represent the best option for before and after school programs. The new modular classrooms will be constructed of the same materials as the existing modular classrooms, to achieve a harmonious look and feel of the existing buildings on site. If funding is approved, the modular classrooms would be bid in the winter, built off site in the spring, and installed during the summer of 2019.

ARTICLE 13: RESCIND DEBT AUTHORIZATION

To see if the Town will vote to rescind a portion of certain authorizations to borrow, which were approved at prior town meetings, where the purposes of the borrowing have been completed, and/or it was unnecessary to borrow the full authorization:

Project	Town Meeting	Article	Authorized	Rescind
Sewer System Rehabilitation Work	2007 ATM	45	$1,806,800	$20
St Mary's Pumping Station Construction	2013 ATM	47	$5,565,100	$135,000
Central Avenue/Elliot Street Bridge Design	2014 ATM	39	$900,000	$425,000
Central Avenue/Elliot Street Bridge Construction	2015 ATM	43	$2,000,000	$120,000
RTS Fleet Replacement (Front-End Loader)	2016 ATM	46	$269,000	$1,000
Property Acquisition 609 Central Avenue	2016 May STM	7	$762,500	$32,500
Total				$713,520

or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: When a project is financed by borrowing, the project has been completed, and the bills have been paid, the balance of the authorization that was not borrowed and not reserved for other project obligations may be rescinded. A Town Meeting vote to rescind prevents the Town from borrowing the amount rescinded, and frees up borrowing capacity. In

some cases, the full appropriation for a project is not required, due to changes in scope, cost-saving measures, and/or favorable bids.

GENERAL ARTICLES

ARTICLE 14: ACCEPT GRANT OF ACCESS EASEMENT/700 GREENDALE AVENUE

To see if the Town will vote to authorize the Selectmen to accept a grant of pedestrian access easement by MCREF NEEDHAM LLC to the Town of Needham as shown on a plan entitled "700 Greendale Avenue Needham Massachusetts Pedestrian Easement Plan" on file with the Zoning Board of Appeals; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: As a condition of approval of Comprehensive Permit for the Modera project on Greendale Avenue, the Zoning Board of Appeals required that the Developer grant the Town a pedestrian access easement along the rear of the property, connecting the existing trails on the Northeast and Northwest boundaries of the parcel. The access easement allows for passive recreation, normal maintenance, and public safety access. Town Meeting approval of such easements is required in order for them to be effective.

ARTICLE 15: AMEND GENERAL BY-LAW – STORMWATER BY-LAW

To see if the Town will vote to amend the General By-Laws by inserting a new Article 7 as follows:

"ARTICLE 7

STORMWATER

SECTION 7.1 PURPOSE

The purpose of this By-Law is:

(a) To prevent pollution of Needham's wetlands and surface waters from uncontrolled stormwater runoff and illicit discharges.
(b) To prevent pollutants from entering the Town of Needham's Municipal Separate Storm Sewer System (MS4).
(c) To prohibit illicit connections and unauthorized discharges to the MS4 and to require the removal of all such illicit connections.
(d) To comply with state and federal statutes and regulations relating to stormwater discharges, including the NPDES MS4 Permit issued by the U.S. Environmental

Protection Agency (EPA), the Massachusetts Stormwater Standards, regardless of the location of the subject property relative to wetlands or other resource areas, and the Memorandum of Understanding (MOU) issued to the Town of Needham by the EPA in 1996.

(e) To establish the legal authority to ensure compliance with the provisions of this By-Law through permitting, inspection, monitoring, and enforcement.

(f) To control runoff and prevent soil erosion and sedimentation resulting from construction site stormwater runoff.

(g) To promote infiltration and the recharge of groundwater.

(h) To protect, maintain and enhance the public safety, environment, health, and general welfare by establishing minimum requirements and procedures to manage stormwater runoff.

(i) To ensure that soil erosion and sedimentation control measures and stormwater runoff control practices are incorporated into the site planning and design process and are implemented and maintained.

SECTION 7.2 DEFINITIONS

For the purposes of this By-Law, the following definitions shall apply:

Alteration Any activity that will change the ability of a ground surface area to absorb water or will change existing surface drainage patterns. Examples include, but are not limited to, construction of new structures, excavation, earthmoving, or paving.

Best Management Practices (BMPs) Structural, non-structural, and managerial techniques that are recognized to be the most effective and practical means to prevent or minimize increases in stormwater volumes and flows, reduce point source and non-point source pollution, and promote stormwater quality and protection of the environment.

Clean Water Act The Federal *Water Pollution Control Act* (33 *U.S.C.* §§ 1251 *et seq.*) as it may hereafter be amended, and the Massachusetts Clean Water Act and Regulations.

Commercial The term commercial shall include municipal, industrial, and multi-family projects.

Construction Site Any site where activity is proposed or occurs that involves the alteration of land and involves a permit required by the Town.

Development The alteration of land requiring an application for a building permit; or for a permit from the Planning Board, Zoning Board of Appeals (ZBA), or Conservation Commission.

Erosion Control The prevention or reduction of the movement of soil particles or rock fragments due to stormwater runoff. Erosion control is typically achieved through the installation of straw bales, silt fence, silt socks, or by surface coverings such as jute mesh, erosion control blankets, or by the establishment of surface vegetation.

Dry Well A subsurface structure that infiltrates stormwater runoff.

Green Citizen Certificate A certificate issued by the Board of Selectmen conferring recognition to environmentally conscious citizens who install infiltration/recharge systems, rain gardens, or similar stormwater quality improvements that are not required by the Stormwater By-Law or these promulgated regulations.

Illicit Connection A surface or subsurface drain or conveyance that allows a discharge into the MS4 that is not entirely composed of stormwater or clean groundwater, including any connection from an indoor drain, sink, toilet, or laundry facility.

Illicit Discharge Any direct or indirect discharge to the MS4 or the Waters of the Commonwealth that is not composed entirely of stormwater or clean groundwater, including, without limitation, any discharge of a pollutant, sewage, process wastewater, or wash water, except as exempted. The term does not include a discharge in compliance with a NPDES Stormwater Discharge Permit or a Surface Water Discharge Permit.

Impervious Surface Any material or structure on, above or below the ground that prevents water from infiltrating through to the underlying soil. Impervious surfaces may include, without limitation: paved surfaces, parking lots, sidewalks, driveways, rooftops and swimming pools.

Large Residential Project A residential project (new construction or reconstruction) of a residential building with larger than 4,000 square feet (s.f.) of ground coverage.

Low Impact Development (LID) Stormwater management systems and practices that mimic natural hydrologic processes resulting in infiltration, evapotranspiration or use of stormwater. LID techniques manage stormwater as close to the source as possible. LID practices frequently use cost-effective landscape features located at the lot level.

Massachusetts Stormwater Handbook (MSH) A document published in 1997 and revised and updated in 2008 by MassDEP as guidance on the 1996 Stormwater Policy.

MS4 (Municipal Separate Storm Sewer System) The system of conveyances, owned or operated by the Town of Needham, that is designed or used for collecting or conveying stormwater, including any road with a drainage system, street, gutter, curb, inlet, piped storm drain, pumping facility, retention or detention basin, natural or man-made or altered drainage channel, swale, culvert, channel, catch basin, outfall, outlet, reservoir, or other drainage structure.

National Pollutant Discharge Elimination System (NPDES) Stormwater Discharge Permit
A permit issued by the United States Environmental Protection Agency or jointly with the state that authorizes the discharge of stormwater containing pollutants into waters of the United States.

New Construction Construction or replacement of a structure, house or building which requires a Building Permit or construction/reconstruction of a parking lot, or construction of a subdivision roadway requiring Planning Board or Board of Appeals approval.

Non-point Source Pollution Rainfall or snowmelt that picks up pollutants as it moves across the ground.

Non-stormwater Discharge A discharge that is not composed entirely of stormwater, such as sanitary waste or process water.

Operation and Maintenance (O&M) Plan A plan setting the functional, financial and organizational mechanisms for the ongoing operation and maintenance of a stormwater management system to ensure that it continues to function as designed.

Person An individual, partnership, association, firm, company, trust, corporation, agency, authority, department or political subdivision of the Commonwealth of Massachusetts or the federal government, to the extent permitted by law, and any officer, employee, or agent of such person.

Plot Plan The plan that accompanies an application for a Building Permit.

Point Source Any discernible, confined and discrete conveyance, including, without limitation, any pipe, ditch, channel, tunnel, conduit, well, discrete fissure, container, rolling stock, concentrated animal feeding operation, or vessel or other floating craft, from which pollutants are or may be discharged. The term does not include agricultural stormwater discharges and return flows from irrigated agriculture.

Pollutant Any element or characteristic of sewage, agricultural, industrial or commercial waste, runoff, leachate, heated effluent, or other matter whether originating at a point or nonpoint source, that is or may be introduced into Needham's MS4 or waters of the Commonwealth. Pollutants shall include, but are not limited to:

(a) Paints, varnishes, and solvents;
(b) Oil and other automotive fluids;
(c) Non-hazardous liquid and solid wastes and yard wastes;
(d) Refuse, rubbish, garbage, litter, or other discarded or abandoned objects, ordinances, accumulations and floatables;
(e) Excess pesticides, herbicides, and fertilizers;
(f) Hazardous materials and wastes;
(g) Sewage, fecal coliform and pathogens;
(h) Dissolved and particulate metals or nonmetals, including phosphorus;
(i) Animal wastes;
(j) Rock, sand, salt, silt, soils;
(k) Construction wastes and residues; and
(l) Noxious or offensive matter of any kind.

Permitting Authority The municipal board, committee or department with authority for issuing permits for construction. These include the Planning Board, Conservation Commission, Department of Public Works, Building Department, and Zoning Board of Appeals.

Recharge The process by which groundwater and the underlying aquifer is replenished by the absorption of water.

Redevelopment Replacement, rehabilitation, or expansion of existing structures, improvement of existing roads or reuse of degraded or previously developed areas. Redevelopment is defined to include the following projects:

(a) Maintenance and improvement of existing roadways including widening less than a single lane, adding shoulders, correcting substandard intersections, improving existing drainage systems and repaving; and
(b) Development, rehabilitation, expansion and phased projects on previously developed sites provided the redevelopment results in no net increase in impervious area.

Runoff The water from rain, snowmelt or irrigation that flows over the land surface and is not absorbed into the ground, instead flowing into the MS4 or streams or other surface waters or land depressions.

Sanitary Sewer System A separate underground conveyance system specifically for transporting sanitary waste operated separately and independently from the MS4, to which storm, surface, and ground waters are not lawfully admitted.

Small Diameter Drain Program A Town of Needham Program allowing the extension of the Town's drainage system (MS4) by a series of 6-inch, 8-inch and 10-inch drain pipes used to collect roof drains and clean sump pump discharges.

Stormwater Water originating from rainfall and snow/ice melt.

Stormwater Management The use of structural or non-structural practices that are designed to reduce and control stormwater runoff pollutant loads, discharge volumes or peak flow discharge rates. Stormwater Management includes the use of Low-Impact Development (LID) management practices.

Vegetation Trees, shrubs, bushes and ground cover, including grass.

Watershed Management Plan The plan developed for the Town of Needham subdividing watershed areas within the Town and depicting drainable soil areas appropriate for infiltration/recharge.

Waters of the Commonwealth All waters within the jurisdiction of the Commonwealth of Massachusetts under the Wetlands Protection Act (M.G.L ch. 131 section 40 and regulations at 310 CMR 10.00) and regulations at 314 CMR 9.00, Water Quality Certification, including, without limitation, rivers, streams, lakes, ponds, springs, impoundments, wetlands, and vernal pools.

Waters of Needham All waters within the jurisdiction of the Town of Needham under the Wetlands Protection Bylaw (Article 6) and implementing regulations, including rivers, streams, lakes, ponds, springs, impoundments, wetlands and vernal pools.

SECTION 7.3 ADMINISTRATION

7.3.1 The Board of Selectmen shall adopt, and may periodically amend, Stormwater Regulations to effectuate the purposes of this By-law, after conducting a public hearing to receive Public comment.

7.3.2 The Director of Public Works shall be responsible for the day-to-day administration of this By-Law and its Regulations except as provided in Section 7.3.3 below. The Director may designate a person or persons to carry out any of his/her duties under this Stormwater By-Law.

7.3.3 The issuing authorities for permits (Building Department, Planning Board, Zoning Board of Appeals, and Conservation Commission) are responsible for determining compliance with this By-law for any application to these authorities. The Director of Public Works/designee shall review permit applications and provide an advisory opinion to the issuing authorities.

7.3.4 The Director of Public Works/designee shall have the authority to investigate suspected illicit discharges and to require the elimination of illicit discharges.

SECTION 7.4 APPLICABILITY

7.4.1 Permits and Approvals

All persons required to obtain a Building Permit for new construction and/or additions greater than 25% of the existing building footprint shall be subject to the requirements of this By-Law.

All persons also required to obtain Planning Board Site Plan approval pursuant to the Zoning By-Law, Planning Board approval for a Subdivision, and/or a Board of Appeals Decision (for new construction and/or additions greater than 25% of the existing building footprint) are subject to the requirements of this By-Law.

7.4.2 Stormwater Management and Erosion Control

Except as listed below, all applications for new construction or redevelopment subject to the provisions of this By-law, whether or not the issuance of a Building Permit is required, shall include Stormwater Management and Erosion Control provisions.

The relevant permitting authority (Building Department, Planning Board, Zoning Board of Appeals, or Conservation Commission) shall review and approve the Stormwater Management and Erosion Control Plan prior to the issuance of a permit.

The Director of Public Works/designee shall participate in the review process and make recommendations to the permitting authority as needed. Applications involving facade

treatments, interior renovations, and/or changes in use are exempt from the requirement for a Stormwater Management and Erosion Control Plan.

The following applications do not require a Stormwater Management and Erosion Control Plan when proposed in an area not subject to jurisdiction of the Conservation Commission:

- Applications for addition to a commercial structure, parking lot, or roadway that is less than 1,500 square feet.

7.4.3 Modification of Building Permits

The applicant, or an agent thereof, shall obtain the approval of the Director of Public Works prior to any change or modification of an activity associated with the Stormwater Management and Erosion Control provisions of the Building Permit. The Director of Public Works shall approve or reject the change or modification in writing on the plot plan submitted within two (2) weeks of the receipt of such change or modification. If no action is taken within the said two-week period, the change or modification shall be deemed to have been approved.

7.4.4 Modification Requiring Planning Board, Zoning Board of Appeals, and/or Conservation Commission Approval

In circumstances where Planning Board, Zoning Board of Appeals, and/or Conservation Commission approval is required prior to the issuance of a Building Permit, approval by the respective board or commission is required prior to any significant change or modification of an activity associated with an approved Stormwater Management and Erosion Control Plan. Additional stormwater runoff and erosion control measures may be required prior to approval of the change or modification.

SECTION 7.5 ILLICIT DISCHARGE, DETECTION & ELIMINATION (IDDE)

7.5.1 Prohibited Activities

7.5.1.1 **Illicit Discharges** No person shall cause or allow an illicit discharge into the MS4 or into the Waters of the Commonwealth. This By-Law shall not exempt stormwater discharges from regulations under the National Pollutant Discharge Elimination System (NPDES) stormwater program where applicable.

7.5.1.2 **Illicit Connections** No person shall construct, use, allow, maintain or continue any Illicit Connection, regardless of whether the connection was permissible under applicable law, regulation or custom at the time of connection.

7.5.1.3 **Obstruction of Municipal Storm Drain System** No person shall obstruct or interfere with the normal flow of stormwater into or out of the MS4 without prior written approval from the Director of Public Works.

7.5.2 Regulated Activities

7.5.2.1 No person shall connect a pipe or other appurtenance to the Town of Needham Sanitary Sewer System or the MS4, or otherwise perform any modification, repair, rehabilitation, or replacement work on either system, without receiving an approved Sewer Connection Permit or Drainage Connection Permit from the Department of Public Works.

7.5.2.2 No person shall allow a pipe, swale or other point source to discharge onto a Public Way.

7.5.3 Exemptions

The following are exempt from the requirements of this By-Law:

(a) Water line flushing;
(b) Landscape irrigation;
(c) Diverted stream flows;
(d) Rising ground waters,
(e) Uncontaminated ground water (groundwater that is free of pollutants);
(f) Discharges from potable water sources;
(g) Air conditioning condensation;
(h) Lawn watering;
(i) Flows from wetland resource areas;
(j) Discharges or flows from firefighting activities; and
(k) Discharges necessary to protect public health, safety, welfare or the environment.

SECTION 7.6 EMERGENCY SUSPENSION OF STORM DRAIN SYSTEM ACCESS

The Director of Public Works/designee may suspend MS4 access to any person or property without prior written notice when such suspension is determined to be necessary to prevent or terminate a threatened or actual discharge of pollutants that presents imminent risk of harm to the public health, safety, welfare or the environment. In the event that any person fails to comply with an emergency suspension order issued pursuant to this section, the Director of Public Works/designee may take all reasonable steps to prevent or minimize harm to the public health, safety, welfare or the environment.

SECTION 7.7 STORMWATER MANAGEMENT AND EROSION CONTROL

7.7.1 Regulated Activities

A Stormwater Management and Erosion Control plan shall be required for any construction activity as set forth under Section 7.4 of this By-Law.

7.7.2 Exempt Activities

The following activities shall be exempt from this By-Law:

(a) Any work or projects for which all necessary approvals and permits have been issued before the effective date of this By-Law;
(b) Use of land for the primary purpose of agriculture, horticulture, floriculture, or viticulture, or the use, expansion, or reconstruction of existing structures for the primary purpose of agriculture, horticulture, floriculture, or viticulture, to the extent protected under the *Zoning Act, M.G.L.* c. 40A, § 3;
(c) Customary cemetery management;
(d) Normal maintenance of Town-owned public land, ways, public utilities and appurtenances; and
(e) Emergency activities necessary to protect public health or safety.

7.7.3 General Requirements

7.7.3.1 **Pre-Construction**

A Stormwater Management and Erosion Control plan shall be submitted as part of a Building Plot Plan or independently with an application for a Building Permit, Planning Board application, Zoning Board of Appeals application, Conservation Commission application, and/or prior to any development activity.

7.7.3.2 **Construction**

The Stormwater Management and Erosion Control plan shall include construction period measures to prevent the discharge of silt or sediment to the MS4 and/or abutting properties.

7.7.3.3 **Post-Construction**

For both commercial and residential projects, the Stormwater Management and Erosion Control Plan shall include provisions for post-construction measures to provide a minimum combined volumetric capacity to recharge a minimum of one (1) inch of rainfall depth over the total impervious area of the property (buildings and impervious surfaces). For commercial projects, the Stormwater Management and Erosion Control Plan shall include stormwater runoff quality controls and other structural and non-structural Best Management Practices (BMPs) to remove pollutants from stormwater prior to recharge to the groundwater in accordance with the Massachusetts Stormwater Handbook. The purpose of this plan is to prevent or minimize increases in stormwater volumes and flows to the MS4 and to reduce pollutant loading to the MS4 and receiving waters.

7.7.3.4 **Standard Infiltration Method**

As one option to satisfy Sections 7.7.3.1 and 7.7.3.2 and 7.7.3.3, for residential and commercial development subject to this By-Law with 4,000 square feet of impervious surface or less on the property, a Standard Infiltration Method (SIM) may be utilized consisting of the installation of drywells at one or more corners of the main dwelling/building to collect the roof runoff from the structure. Building projects involving additions greater than 25% of the existing building footprint but less than 50% of the existing building footprint shall collect the entire runoff from the roof of the addition plus runoff from the roof on the side of the existing structure that contains the addition. Building projects involving additions that are 50% or greater than the existing building footprint shall capture the stormwater runoff from the entire roof. The as-built (certified) Plot Plan showing the improvements to the property shall be stamped by a Massachusetts Registered Land Surveyor.

7.7.3.5 **Poor Soils**

Properties located within an area of poor soils as identified on the Town's Watershed Management Plan or due to shallow depth to groundwater or other reason as determined by the Director of Public Works/designee, a small diameter drain shall be extended from the Town's stormwater drainage system (MS4) down gradient of the property to the property to collect the roof runoff from the main dwelling. If there is no portion of a drainage system within 100 feet of the property, the property owner shall contribute to a fund for the Town to construct a communal infiltration system on Town property. The contribution shall be an amount as determined by the Board of Selectmen per cubic foot of stormwater required to be recharged as described above.

7.7.3.6 **Operation and Maintenance Plan**

An Operation and Maintenance Plan (O&M Plan) shall be submitted with the application for a Building Permit, Planning Board application, Board of Appeals application, or Conservation Commission application pursuant to this By-Law. The Operation and Maintenance Plan shall be designed to ensure compliance with this By-Law in all seasons and throughout the life of the system. The O&M Plan shall be signed by the property owner. For residential and commercial development with 4,000 square feet of impervious surface or less, the O&M Plan shall consist of an annual inspection of the drywells, and removal of sediment, leaves or debris as needed.

7.7.3.7 **As-Built Drawing**

Except as provided for in Section 7.7.3.4, as-built drawings stamped by a Massachusetts Registered Professional Engineer showing all stormwater

management systems shall accompany the as-built Plot Plan at the completion of a project.

7.7.4 Design Criteria

7.7.4.1 Residential development and commercial development with 4,000 square feet or less of impervious surface constructed using the Standard Infiltration Method (SIM) will be deemed compliant with the design criteria of this By-law.

7.7.4.2 All developments subject to this By-Law shall satisfy the following design criteria:

(a) Stormwater Management and Erosion Control measures must, in the opinion of the Building Department, Planning Board, Zoning Board of Appeals, or Conservation Commission, as the case may be, be in compliance with all applicable provisions of the Massachusetts Stormwater Standards issued in 1996 as amended, regardless of the proximity of the development to resource areas or their buffer zones, as defined by the *Wetlands Protection Act, M.G.L.* c. 131, § 40 and its implementing regulations.

(b) Erosion and sediment controls must be implemented to prevent adverse impacts caused by the discharge of silt or sediment to municipal and/or abutting properties during and after land disturbance and construction activities.

(c) There shall be no change to the existing conditions of abutting properties from any increase in volume or peak rate of stormwater runoff or from erosion, silting, flooding, sedimentation or impacts to wetlands and other resource areas as defined in the Massachusetts Wetlands Protection Act and/or Needham Wetlands Protection Bylaw.

(d) When any proposed discharge may have an impact upon streams, wetlands and/or the MS4 or its conveyance system (storm sewers), the Director of Public Works/designee may require minimization or elimination of this impact based on site conditions and existing stormwater system capacity.

SECTION 7.8 MAINTENANCE OF STORMWATER FACILITIES

[Reserved]

SECTION 7.9 SEVERABILITY

If any provision of this Article shall be found invalid for any reason in a court of competent jurisdiction, such invalidity shall be construed as narrowly as possible, and the balance of the Article shall be deemed to be amended to the minimum extent necessary, so as to secure the purposes thereof.

SECTION 7.10 ENFORCEMENT

The Director of Public Works/designee shall enforce this By-Law, and any regulations, orders, violation notices, and enforcement orders made pursuant to this By-Law as follows:

7.10.1 The Director of Public Works may issue a written order to enforce the provisions of this By-Law or the regulations thereunder, which may include (but are not limited to) an order to:

(a) eliminate illicit connections or discharges to the MS4;
(b) perform monitoring, analyses, and reporting;
(c) cease and desist unlawful discharges, practices, or operations; and
(d) remediate contamination in connection therewith.

7.10.2 If the Director of Public Works/designee determines that abatement or remediation of contamination is required, the order shall set forth a deadline by which such abatement or remediation must be completed. Said order shall further advise that, should the violator or property owner fail to abate or perform remediation within the specified deadline, it shall be a violation of this By-Law and the Director of Public Works/designee may, at his or her option, authorize such work.

7.10.3 Any person or entity aggrieved by a decision of the Director of Public Works/designee under this provision of this Stormwater By-Law may submit a letter of appeal to the Board of Selectmen who may affirm, amend, or overrule that decision after a public meeting held not more than 45 days after the submission of a letter of appeal.

7.10.4 If a person violates the provisions of this By-Law, or any regulation, permit, notice, or order issued thereunder, the Director of Public Works/designee, with the approval of the Board of Selectmen, may seek injunctive relief in a court of competent jurisdiction to restrain such person from activities that would create further violations or to compel the person to perform abatement or remediation of the violation.

7.10.5 The remedies set forth in this Section are not intended to be exclusive of any other remedies available under applicable federal, state, or local law.

SECTION 7.11 WAIVER

The permit granting authority may waive strict compliance with any requirement of this By-Law when (a) such action would serve a substantial public interest, (b) such action is required for compliance with the Massachusetts Contingency Plan (MCP), or (c) strict compliance would result in severe economic hardship greater in magnitude than the public interest to be served."

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: In June 1996, the Town of Needham entered into a Memorandum of Understanding (MOU) with the Environmental Protection Agency (EPA) agreeing to undertake

a cleanup of its stormwater discharges into the Charles River. In May 2000, the Town agreed to incorporate the comments from the EPA and its consultant, the Center for Watershed Protection, into its Stormwater Management Plan. The Center for Watershed Protection recommended that all building permits receive approval from the DPW to ensure proper handling of stormwater and that the Town adopt stormwater regulations, similar to DEP Stormwater Regulations, to improve water quality throughout the Town.

In July 2003, the Environmental Protection Agency (EPA) finalized its National Pollutant Discharge Elimination System (NPDES) Phase II regulations for stormwater. The regulations required municipalities with separate storm sewer systems (MS4s) to improve stormwater quality within all urbanized areas to the Maximum Extent Practicable (MEP). It also required municipalities to obtain a permit from the EPA (administered in conjunction with the Massachusetts DEP) to allow stormwater discharges into the "Waters of the Commonwealth." The 2003 regulations specified that a By-Law or other regulatory mechanism be adopted by the Town to provide the authority to enforce the 2003 regulations. For the initial five (5) year permit period, the Town elected to utilize existing regulatory mechanisms that had already been established and routinely exercised.

In 2016, the EPA revised the NPDES Phase II regulations for stormwater. The new 2016 regulations require municipalities to undertake substantial efforts to further clean stormwater prior to its discharge into wetlands, streams, ponds, and other resource areas by meeting certain Water Quality Standards (WQS) and Total Maximum Daily Loads (TMDLs). One of the requirements in the 2016 regulations mandates that municipalities create a Stormwater By-Law that, at a minimum, addresses the following areas of concern (termed "minimum control measures"): Illicit Discharge, Detection and Elimination, Construction/Erosion and Sediment Control, and Post-Construction Stormwater Management.

The Illicit Discharge, Detection and Elimination minimum control measure involves searching, documenting and removing sanitary sewer connections to the Town's stormwater drainage system. This is an ongoing monitoring program of investigation through the use of closed circuit television cameras and stormwater sampling to detect, document and remove sanitary sewage from the stormwater discharging into resource areas in Needham.

The Construction/Erosion and Sediment Control minimum control measure involves the creation of a set of requirements to ensure that construction sites are well-maintained and are kept in a neat and clean manner. It also involves requirements designed to prevent, minimize, or eliminate sediments from leaving the construction area, and stipulates minimum inspection criteria and documentation standards.

The Post-Construction Stormwater Management minimum control measure involves the creation of a set of requirements to reduce the discharge of pollutants found in stormwater through the retention or treatment of stormwater after construction on new or redeveloped sites.

The 2016 NPDES Regulations also identified Needham as one of the communities required to meet phosphorus and pathogen TMDLs within 20 years of the regulation's effective date (July 1, 2018). The requirement mandates that the Town reduce its phosphorus load by forty-five

percent (45%). A Phosphorus Control Plan is required to be submitted in three phases over a fifteen year period with the first phase due within five years of the effective date. The Department of Public Works and its consultant have determined that the 20 year control plan and implementation period is not "practicable" and have instead proposed a 40 year implementation plan based on the current rate of building permit applications meeting certain construction criteria. In order to implement the plan, drywells will need to be included in plans for certain building permit applications.

The proposed Phosphorus Control Plan will allow the Town to reduce its phosphorus discharges at the pace of development, and will substantially reduce the cost of implementation. The drywell method selected will also reduce pathogens and will have the consequential effect of substantially reducing the volume of stormwater entering the Town's drainage system, thereby reducing flooding on Town streets.

The Stormwater By-Law will be implemented by way of regulations to be issued by the Board of Selectmen, after public hearing.

ARTICLE 16: AMEND GENERAL BY-LAW / NON-CRIMINAL DISPOSITION

To see if the Town will vote to amend the General By-Laws by inserting a new Section 8.2.2.9 Stormwater Regulation (Article 7) as follows:

> " **8.2.2.9 Stormwater Regulation (Article 7)**
> Enforcement Agent: Director of Public Works, Town Engineer
> Fine Schedule
> First Offense – Written Warning
> Second Offense – failure to cure offense within 15 days' of notice of first offense - $50 - each day being a separate offense.
> Subsequent Offenses – failure to cure offense within 15 days' notice of second offense - $100 - each day being a separate offense."

Or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: *This article will amend the non-criminal disposition schedule to include stormwater regulations in the event that Town Meeting approves the General By-Law revisions contained in Article 15 of this warrant.*

And you are hereby directed to serve this Warrant by posting copies thereof in not less than twenty public places in said Town at least fourteen (14) days before said meeting.

Hereof fail not and make due return of this warrant with your doings thereon unto our Town Clerk on or after said day and hour.

Given into our hands at Needham aforesaid this 11th day of September, 2018.

Daniel P. Matthews, Chair
John A. Bulian, Vice Chair
Maurice P. Handel, Clerk
Matthew D. Borrelli, Member
Marianne B. Cooley, Member

Selectmen of Needham

A TRUE COPY
Attest:
Constable:

WARRANT FOR STATE PRIMARY

THE COMMONWEALTH OF MASSACHUSETTS

TUESDAY, SEPTEMBER 4, 2018

Norfolk SS.

To the Constables of the City/Town of Needham

GREETINGS:

In the name of the Commonwealth, you are hereby required to notify and warn the inhabitants of said city or town who are qualified to vote in Primaries to vote at:

Precinct A - The Center at the Heights
Precinct B - The Center at the Heights
Precinct C - Newman School - Gymnasium
Precinct D - Newman School - Gymnasium
Precinct E - Broadmeadow School - Performance Center
Precinct F - Needham High School – Gymnasium
Precinct G - Needham High School – Gym
Precinct H - Broadmeadow School - Performance Center
Precinct I - William Mitchell School - Gymnasium
Precinct J - William Mitchell School - Gymnasium

ON TUESDAY, THE FOURTH DAY OF SEPTEMBER, 2018

From 7:00 A.M. to 8:00 P.M. for the following purpose:

To cast their votes in the State Primaries for the candidates of political parties for the following offices:

SENATOR IN CONGRESS ..... FOR THIS COMMONWEALTH
GOVERNOR ..... FOR THIS COMMONWEALTH
LIEUTENANT GOVERNOR ..... FORTHIS COMMONWEALTH
ATTORNEY GENERAL ..... FOR THIS COMMONWEALTH
SECRETARY OF STATE ..... FOR THIS COMMONWEALTH
TREASURER AND RECEIVER GENERAL ..... FOR THIS COMMONWEALTH
AUDITOR ..... FOR THIS COMMONWEALTH
REPRESENTATIVE IN CONGRESS ..... FOURTH DISTRICT
COUNCILLOR ..... SECOND DISTRICT
SENATOR IN GENERAL COURT ..... NORFOLK, BRISTOL & MIDDLESEX DISTRICT (Precincts A, B, C, I, and J)
SENATOR IN GENERAL COURT ..... NORFOLK &SUFFOLK DISTRICT (Precincts D, E, F, G, and H)
REPRESENTATIVE IN GENERAL COURT ..... THIRTEENTH NORFOLK DISTRICT
DISTRICT ATTORNEY ..... NORFOLK DISTRICT
CLERK OF COURTS ..... NORFOLK COUNTY
REGISTER OF DEEDS ..... NORFOLK DISTRICT
COUNTY COMMISSIONERS ..... NORFOLK COUNTY
COUNTY TREASURER (to fill vacancy) ..... NORFOLK COUNTY

The Polls Will Be Open From 7:00 A.M. to 8:00 P.M.

Hereof fail not and make return of this warrant with your doings thereon at the time and place of said voting.
Given under our hands this 24th day of July, 2018.

Daniel P. Matthews, *Chair*
John A. Bulian, *Vice Chair*
Maurice P. Handel, *Clerk*
Matthew D. Borrelli
Marianne B. Cooley
Selectmen of Needham

A true copy,
ATTEST_____, 2018.
Constable (month and day)

Warrant must be posted by **August 28, 2018,** (at least *seven days prior* to the **September 4, 2018** State Primary).

WARRANT FOR THE
STATE ELECTION
The Commonwealth of Massachusetts
TUESDAY, NOVEMBER 6, 2018

Norfolk, ss.

To either of the Constables of the Town of Needham

GREETING:

In the name of the Commonwealth you are hereby required to notify and warn the inhabitants of said town who are qualified to vote in the State Election to vote at their respective voting places in said Town, namely:

PRECINCT A – Center at the Heights - 300 Hillside
PRECINCT B – Center at the Heights - 300 Hillside
PRECINCT C – Newman School - Gymnasium
PRECINCT D – Newman School - Gymnasium
PRECINCT E – Broadmeadow School - Perform. Ctr
PRECINCT F – Needham High School - Gymnasium
PRECINCT G – Needham High School - Gymnasium
PRECINCT H – Broadmeadow School - Perform. Ctr
PRECINCT I Wm. Mitchell School – Gymnasium
PRECINCT J – Wm. Mitchell School - Gymnasium

ON TUESDAY, THE SIXTH DAY OF NOVEMBER, 2018

From 7:00 A.M. to 8:00 P.M. for the following purposes:

To cast their votes in the State Election for the candidates for the following offices and questions:

SENATOR IN CONGRESS ..... FOR THIS COMMONWEALTH
GOVERNOR and LIEUTENANT GOVERNOR..... FOR THIS COMMONWEALTH
LIEUTENANT GOVERNOR..... FORTHIS COMMONWEALTH
ATTORNEY GENERAL..... FOR THIS COMMONWEALTH
SECRETARY OF STATE..... FOR THIS COMMONWEALTH
TREASURER AND RECEIVER GENERAL ..... FOR THIS COMMONWEALTH
AUDITOR..... FOR THIS COMMONWEALTH
REPRESENTATIVE IN CONGRESS..... FOURTH DISTRICT
COUNCILLOR..... SECOND DISTRICT
SENATOR IN GENERAL COURT ..... NORFOLK, BRISTOL & MIDDLESEX DISTRICT (Precincts A, B, C, I, and J)
SENATOR IN GENERAL COURT ..... NORFOLK &SUFFOLK DISTRICT (Precincts D, E, F, G, and H)
REPRESENTATIVE IN GENERAL COURT ..... THIRTEENTH NORFOLK DISTRICT
DISTRICT ATTORNEY ..... NORFOLK DISTRICT
CLERK OF COURTS..... NORFOLK COUNTY
REGISTER OF DEEDS..... NORFOLK DISTRICT
COUNTY COMMISSIONERS ..... NORFOLK COUNTY
COUNTY TREASURER (to fill vacancy) ..... NORFOLK COUNTY

QUESTION 1: LAW PROPOSED BY INITIATIVE PETITION

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives on or before May 2, 2018?

SUMMARY

This proposed law would limit how many patients could be assigned to each registered nurse in Massachusetts hospitals and certain other health care facilities. The maximum number of patients per registered nurse would vary by type of unit and level of care, as follows:

- In units with step-down/intermediate care patients: 3 patients per nurse;

commission's report to the state Legislature, the United States Congress, and the President of the United States.

The proposed law states that, if any of its parts were declared invalid, the other parts would stay in effect. The proposed law would take effect on January 1, 2019.

A YES VOTE would create a citizens commission to advance an amendment to the United States Constitution to limit the influence of money in elections and establish that corporations do not have the same rights as human beings.

A NO VOTE would not create this commission.

QUESTION 3: REFERENDUM ON AN EXISTING LAW

Do you approve of a law summarized below, which was approved by the House of Representatives and the Senate on July 7, 2016?
SUMMARY

This law adds gender identity to the list of prohibited grounds for discrimination in places of public accommodation, resort, or amusement. Such grounds also include race, color, religious creed, national origin, sex, disability, and ancestry. A "place of public accommodation, resort or amusement" is defined in existing law as any place that is open to and accepts or solicits the patronage of the general public, such as hotels, stores, restaurants, theaters, sports facilities, and hospitals. "Gender identity" is defined as a person's sincerely held gender-related identity, appearance, or behavior, whether or not it is different from that traditionally associated with the person's physiology or assigned sex at birth.

This law prohibits discrimination based on gender identity in a person's admission to or treatment in any place of public accommodation. The law requires any such place that has separate areas for males and females (such as restrooms) to allow access to and full use of those areas consistent with a person's gender identity. The law also prohibits the owner or manager of a place of public accommodation from using advertising or signage that discriminates on the basis of gender identity.

This law directs the state Commission Against Discrimination to adopt rules or policies and make recommendations to carry out this law. The law also directs the state Attorney General to issue regulations or guidance on referring for legal action any person who asserts gender identity for an improper purpose.

The provisions of this law governing access to places of public accommodation are effective as of October 1, 2016. The remaining provisions are effective as of July 8, 2016.

A YES VOTE would keep in place the current law, which prohibits discrimination on the basis of gender identity in places of public accommodation.

A NO VOTE would repeal this provision of the public accommodation law.

QUESTION 4:
Shall the Town of Needham be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the bond issued in order to pay costs of engineering and design services for the reconstruction and/or construction of the Public Safety Building and Fire Station #2, as well as the costs of reconstructing and/or constructing each of such facilities, including the costs of temporary relocation and all other costs incidental or related thereto?

YES: ____
No: ____

The Polls Will Be Open From
7:00 A.M. to 8:00 P.M.

Hereof fail not and make return of this warrant with your doings thereon at the time and place of said voting.
Given under our hands this 25th day of September , 2018.

_____ **Daniel P. Matthews,** ***Chair***
_____ **John A. Bulian,** ***Vice Chair***
_____ **Maurice P. Handel,** ***Clerk***
_____ **Matthew D. Borrelli**
_____ **Marianne B. Cooley**
Selectmen of Needham

A true copy,
ATTEST_____, 2018.
Constable (month and day)

Warrant must be posted by **November 1, 2016,** (at least *seven days prior* to the **November 6, 2018** State Election).

TOWN OF NEEDHAM

SPECIAL TOWN MEETING WARRANT

TUESDAY, JANUARY 22, 2019

7:30 P.M.

Snow Date Monday, January 28, 2019

JAMES HUGH POWERS HALL, NEEDHAM TOWN HALL

1471 HIGHLAND AVENUE

Since May 2018, Town Meeting has approved a total of $1,560,000 for the construction of two modular classrooms at the Mitchell School: Town Meeting appropriated $210,000 for design in May, 2018, followed by an additional $1,350,000 for construction in October, 2018. These modular classrooms will supplement the school's 22 existing classrooms to provide the 24 classroom spaces necessary to implement full-day kindergarten at Mitchell School.

The bid process this fall resulted in only one bid for construction of the modular units. That $1.73 million bid exceeded the anticipated construction budget by approximately $630,000. The PPBC has stated that an additional appropriation of $630,000, as requested in this Article, is needed in January, 2019 to proceed with the current bid, with an emergency preamble. If approved, a project award would be made in early spring to maintain a scheduled opening in September, 2019.

Several reasons may explain the higher than anticipated bid. There is uncertainty in the market relating to tariffs on imported construction materials, and an extremely tight market for labor given the amount of construction in the Boston metropolitan area. Additionally, there are a limited number of suppliers of these types of modular structures, and the extent of the site work required may have acted to limit interest in the project.

Rebidding or modifying the scope of the project, for example, by relocating or changing the building elements, or redesigning for on-site (as opposed to modular) construction, would delay implementation by one year and would likely increase total cost. Best estimates are that construction costs in the current market will continue to increase, with a limited pool of qualified bidders for the complicated Mitchell site.

Additionally, delay of the project would create significant operational challenges for the school, requiring compromises to the educational program. The new modular classrooms are intended to provide appropriate space for music and art, which will in turn free up space to meet the need for full day kindergarten, special education, English Language Learning, and literacy program spaces. If the space is not available in September of 2019, Mitchell School will still be able to provide full-day kindergarten but:

- *Art classes would need to be delivered in regular classrooms, traveling as "Art on a Cart." That art program would be substantially altered due to the lack of space, materials, water, etc. Due to the lack of an elevator, two different sets of art resources would also be needed as well as a part time art teacher to assist with the delivery of the program.*
- *Teachers and staff would continue to instruct students requiring English Language Learning, special education, and literacy lessons in available hallways and stairwells. Some student testing and conferences would be held in closets, public spaces, or adjacent to staff toilet areas. Some parent and teacher conferences would be held in public spaces, which typically provide little or no privacy.*
- *Before and after school programs would be impacted and placed in the cafeteria with little ability to separate and program for different age groups.*

The School Committee and Select Board request funding approval to proceed with the current bid. Although the current bid is higher than expected, the bidder is qualified and the PPBC believes the bidder can satisfactorily complete the project on time and within the revised budget. Timely completion of the modular classrooms will be a significant help in implementing full-day kindergarten in September.

And you are hereby directed to serve this Warrant by posting copies thereof in not less than twenty public places in said Town at least fourteen (14) days before said meeting.

Hereof fail not and make due return of this warrant with your doings thereon unto our Town Clerk on or after said day and hour.

Given into our hands at Needham aforesaid this 21st day of December, 2018.

Daniel P. Matthews, Chair
John A. Bulian, Vice Chair
Maurice P. Handel, Clerk
Matthew D. Borrelli, Member
Marianne B. Cooley, Member

Select Board of Needham

A TRUE COPY
Attest:
Constable:

WARRANT FOR THE ANNUAL TOWN MEETING
TUESDAY, APRIL 9, 2019

TOWN OF NEEDHAM
COMMONWEALTH OF MASSACHUSETTS

Norfolk, ss.

To either of the constables in the Town of Needham in said County. Greetings:

In the name of the Commonwealth of Massachusetts you are hereby required to notify and warn the Inhabitants of the Town of Needham qualified to vote in elections and in Town Affairs to meet in their respective voting places in said Town namely:

Precinct A	-	The Center at the Heights
Precinct B	-	The Center at the Heights
Precinct C	-	Newman School - Gymnasium
Precinct D	-	Newman School - Gymnasium
Precinct E	-	Broadmeadow School - Performance Center
Precinct F	-	Needham High School – Gymnasium
Precinct G	-	Needham High School – Gymnasium
Precinct H	-	Broadmeadow School - Performance Center
Precinct I	-	William Mitchell School - Gymnasium
Precinct J	-	William Mitchell School - Gymnasium

on TUESDAY, THE NINTHDAY OF APRIL, 2019

from seven o'clock in the forenoon, until eight o'clock in the afternoon, then and there to act upon the following articles, viz:

ARTICLE 1: ANNUAL TOWN ELECTION

To choose by ballot the following Town Officers:

One Moderator for Three Years;
One Member of the Select Board for Three Years;
One Town Clerk for Three Years;
One Assessor for Three Years;
Three Members of School Committee for Three Years;
One Trustee of Memorial Park (trustee of soldiers' memorials – Veteran) for Three Years;
One Trustee of Memorial Park (trustee of soldiers' memorials – non-veteran) for Three Years;
Two Trustees of Needham Public Library for Three Years;
One Trustee of Needham Public Library for Two Years;
One Member of Board of Health for Three Years;
Two Members of Board of Health;
One Member of Planning Board for Five Years;
One Member of Needham Housing Authority for Five Years;
One Commissioner of Trust Funds for Three Years;
One Commissioner of Trust Funds for One Year;
Two Members of Park and Recreation Commission for Three Years.
Eight Town Meeting Members from Precinct A for Three Years;
One Town Meeting Member from Precinct A for One Year;
Eight Town Meeting Members from Precinct B for Three Years;
One Town Meeting Member from Precinct B for Two Years;
Eight Town Meeting Members from Precinct C for Three Years;
One Town Meeting Member from Precinct C for One Year;
Eight Town Meeting Members from Precinct D for Three Years;
Eight Town Meeting Members from Precinct E for Three Years;
Eight Town Meeting Members from Precinct F for Three Years;
Eight Town Meeting Members from Precinct G for Three Years;
Eight Town Meeting Members from Precinct H for Three Years;
Eight Town Meeting Members from Precinct I for Three Years;
One Town Meeting Member from Precinct I for One Year;
One Town Meeting Member from Precinct I for Two Years;
Eight Town Meeting Members from Precinct J for Three Years.

And you are hereby directed to serve this Warrant by posting copies thereof in not less than twenty public places in said Town at least 7 days before said meeting.

Hereof fail not and make due return of this Warrant with your doings thereon unto our Town Clerk on or after said day and hour.

Given under our hands at Needham aforesaid this 12th day of March 2019.

_____ **DANIEL P. MATTHEWS,** ***Chairman***
_____ **JOHN A. BULIAN,** ***Vice Chairman***
_____ **MAURICE P. HANDEL, Clerk**
_____ **MATHEW D. BORRELLI**
_____ ***MARIANNE B. COOLEY***
Select Board of Needham

A true copy,
ATTEST _____ **2019**
Constable (month) (day)

TOWN OF NEEDHAM

2019 ANNUAL TOWN MEETING WARRANT

Election: Tuesday, April 9, 2019

Business meeting: Monday, May 6, 2019

7:30 P.M.

JAMES HUGH POWERS HALL, NEEDHAM TOWN HALL

1471 HIGHLAND AVENUE

Additional information on particular warrant articles will be made available from time to time at www.needhamma.gov/townmeeting during the weeks leading up to Annual Town Meeting.

2019 Annual Town Meeting Warrant
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March 15, 2019

Fellow Town Meeting Members,

The Finance Committee is pleased to present its 108th Annual Report to Town Meeting and recommended operating budget for Fiscal Year 2020. The Finance Committee's recommended FY 2020 budget funds a long-planned expansion of services needed to meet increased demands and improve existing services. Needham has recently experienced some significant growth, particularly commercial development in Needham Crossing, that has increased the tax base and provided greater recurring revenue. This commercial growth, along with some residential growth, has also fueled a need for expanded facilities and services. The progress on the Facilities Master Plan continues with the opening of the Rosemary Pool and Recreation Complex late last summer, and the completion of the new Sunita Williams Elementary School on track for the fall of 2019. Construction on the new Public Safety headquarters and Fire Station #2, as well as the new DPW storage facility and the reconstructed Memorial Park fieldhouse, are in progress. The work of the Needham 2025 Committee, which will elucidate the Town's longer term infrastructure needs, is underway.

Town and School Administrators and the Select Board and the School Committee have been working with the Finance Committee and a number of other boards and committees to prepare for the implementation of the School Department's new full-day kindergarten program as well as the expansion of staffing in the Fire and Police Departments. Thanks to creative planning and a disciplined approach to spending throughout Town administration and government, the Finance Committee is able to recommend an operating budget for FY 2020 that not only covers the growing borrowing costs associated with the above-mentioned debt-funded capital projects, but also expands services to meet growing demands, while staying within our means. The Finance Committee continues to urge very careful consideration of all proposed spending, and to keep a close eye on the tax burden placed on residents. Notably, Town voters have approved two significant debt exclusions in the last 3 years for the Sunita Williams School and the Public Safety facilities projects that will raise taxes above the allowed tax increases under Proposition 2 ½.

This letter contains an overview of the budget followed by more detailed explanations. The Budgetary Overview section takes a high-level look at the amounts available for General Fund appropriation as well as the main drivers of the proposed increase in the operating budget. This section of the letter closes with an expression of the Committee's concerns looking forward. The second "Components" section of the letter looks at the changes in the individual segments of the Operating Budget.

I. Budgetary Overview

A. Amount Available for General Fund Appropriation

The FY 2020 proposed budget and overall spending plan is based on a projection of $192.2M of General Fund revenue, an amount that is $9.9M or 5.4% greater than FY 2019. With adjustments to account for other sources, such as funds for CPA-related debt and reimbursements from the Enterprise Funds, the amount available for appropriation increases to $194.6M. General Fund revenue comes primarily from property taxes, combined with state aid, and local receipts. Additional funds available for appropriation also come from Town reserves, free cash, and other sources such as unexpended appropriations. Property taxes are the primary source of General Fund Revenue, and making up almost 80% of the expected

General Fund revenue in FY 2020. Property tax revenue is increasing by $10.6 million or 7.5% in FY 2020. This includes $3.4M for the allowed 2.5% increase under Proposition 2 ½, $2.7M attributable to new growth, $3.1M additional revenue to be collected for excluded debt and a $1.3M increase in the underlying tax base.

State aid is projected to increase by $314K or 2.5% to $12.8 million. This number is conservative, as it depends on the state budget which is still working its way through the legislature. One component of state aid is Chapter 70 school aid, which will increase significantly in FY 2021, since the formula is based on school enrollment. Kindergarten enrollment will effectively double for the purpose of calculating Chapter 70 reimbursement following the change from a half-day to a full-day kindergarten program.

Local receipts, which are projected to total $12.7 million in FY 2020, include motor vehicle excise taxes, hotel and meals taxes, charges for services such as ambulances, and license and permit fees. These local receipts are expected to increase by $1.4M or 12.4%. A large portion of this increase, $965,000, comes from solid waste fees which will be taken into the General Fund following the dissolution of the RTS Enterprise Fund that was approved at the 2018 Annual Town Meeting.

The amount of Free Cash certified by the Department of Revenue this year is $10.4 million. Free Cash results from revenue collections that exceed estimated revenue and from expenditures that are lower than appropriations at the end of the prior fiscal year (in this case, unused funds from FY 2018.) The amount of Free Cash proposed for appropriation this year is down $2.9 million from the amount of Free Cash appropriated last year, but still a significant amount. Free Cash fluctuates, but remains high due to conservative budgeting practices. Because the level of Free Cash is volatile and not entirely reliable, most of it is used for one-time expenditures. Only a portion which is dependable should deemed recurring and applied to the operating budget. In FY 2020, just over $2 million of free cash is recommended to be allocated to the operating budget.

Other funds proposed for appropriation this year include $1.2M of CPA funds to be applied to the FY 2020 operating budget for CPA related debt service, as well as $1.2M of funds from the Enterprise Funds to reimburse the Town for costs and services such as information technology and insurance. In addition, funds subject to appropriation include certain earmarked funds, offsets, and remaining funds from warrant articles from prior years that were not needed for the designated purposes.

B. Allocations for General Fund Appropriation for FY 2020

Operating Budget	$178.3M
Cash Capital (including individual articles)	$10.0M
Financial warrant articles	$1.5M
Transfer to Sewer Enterprise Fund (drains)	$0.5M
Reserve/stabilization funds	$0.2M
Total	$190.5M

Please note that, although the Finance Committee's recommended FY 2020 operating budget was voted prior to the issuance of this report, the other appropriations and their funding sources were still under consideration and final recommendations may vary. Additional disbursements of over $3.9M will not

require Town Meeting appropriation including certain state and county assessments, tax title fees, and approximately $2.5 million to the Overlay account to cover possible abatements and exemptions. Surplus from the Overlay account that is not needed can be released and appropriated later in the year.

C. Operating Budget

The amount allocated to the Operating Budget, $178.3M, which is $13.1M, or 7.9%, greater than the Operating Budget for FY2019. The primary drivers of this increase are:

Townwide Expenses	Up $6.0M, or 11.6%
Education	Up $5.1M, or 7.0%

For the third year, the largest portion of the annual increase in Townwide expenses is attributable to Debt Service, which is increasing $4.1M, or 27.7%, a result of the borrowing for the Sunita Williams School. The largest increase in the department budgets is in the area of Education. The increase in the Education budget is significant, driven to a large extent by the long-planned initiation of a new full-day kindergarten program. We should note that in FY 2021, the Town expects to receive over $700,000 of additional school aid from the state as the result of this expanded program.

D. Finance Committee Perspective

Needham continues to be in strong financial shape as the overall economy continues to grow and the local economy is robust. Revenue growth has remained strong. Property values continue to increase, both from economic forces and because of "new growth" from property improvements and development. Although the Town has some exposure to downturns in federal and state aid as well as grant funding, the Town relies most heavily on property taxes and local receipts. Looking forward, we are in the midst of significant capital growth as we proceed with the implementation of the Facilities Master Plan. The Town has carefully considered how the rising debt costs have impacted the overall operating budget and the average household tax expense. These costs have increased significantly over the last few years. The expanding capital base can be expected to drive up other operating costs as well, including maintenance costs to care for the additional buildings, and staffing costs for new or enhanced services and programming provided in the new spaces. The Finance Committee remains true to its tenet that all new positions must be thoroughly vetted before being absorbed into the annual operating budget. Some positions that have been proposed but where the need or benefits are less clearly articulated have been removed from the operating budget to be funded through financial warrant articles. This approach will allow the positions to be reviewed without being embedded in the operating budget unless they are deemed absolutely necessary. Staffing increases drive up not only salary costs, but also employee benefits, post-employee benefits and retirement costs. Furthermore, the Finance Committee has seen that once a position is funded in the operating budget, it tends to remain indefinitely. While the need for services is increasing, particularly in the areas of public safety and education, the Town must be careful not to take on more than is truly needed, or more than we can sustain if revenue growth moderates.

II. Examination of Components of Proposed FY 2020 General Fund Operating Budget

This section addresses the details of the Finance Committee's recommended General Fund operating budget for FY 2020. The total recommended operating budget for FY 2020 is $178,260,006 an increase of $13.1M, or 7.9%, over the current FY 2019 operating budget. While that increase is substantially more than the rate of revenue growth, the Town has taken steps to be ready to provide this level of increase. In both FY 2018 and FY 2019, the Town diverted some of its revenue stream, a portion of the incremental recurring funds that would have gone into the operating budget, and applied it instead to "one time" uses. This year, those incremental amounts of recurring fund have been re-channeled into the operating budget to address this planned expansion of services. As noted above, the FY 2020 budget includes two significant program expansions. The School Department plans to institute a full-day kindergarten program that will not only provide for full school days for kindergarteners, but will also include a new curriculum requiring 33.8 new FTEs in addition to new staff needed for enrollment and other programming needs. The Town is also increasing staffing in both the Police and Fire Departments to improve service and keep up with the additional pressure placed on these departments due to expanded development. We are recommending one additional Police Officer in the FY 2020 budget, following the addition of one additional officer in the current FY 2019 budget. In FY 2021, two additional officers are planned, in accordance with the recent staffing study. The FY 2020 budget includes eight new firefighters whose salaries are being funded 25% in the operating budget, and 75% through a federal grant. This grant covers three years of partial funding, after which these salaries must be covered 100% within the operating budget to retain the positions. Once the new Public Safety building is open, the additional staffing and space will allow the Fire Department plans to put another ambulance into service. The Finance Committee is very cautious about adding staff to the operating budget, maintaining the principle that each request for a new position should be carefully deliberated and well justified before being incorporated into the annual operating budget.

A. Townwide Expenses

Townwide expenses are costs that are incurred by the Town or that apply across many or all departments. Townwide expenses are increasing 11.6% in the FY 2020 recommended budget. The primary driver of the increase is a significant increase in debt service payments. Other notable increases include Retirement Assessments, Needham Electric, Light and Gas Program, and Classification, Performance and Settlements.

The Casual, Liability, Property and Self-Insurance line item accounts for the insurance coverage that the Town receives through the Massachusetts Inter-local Insurance Agency (MIIA) for buildings, vehicles, property damage, and liability, as well as a small contingency for non-covered claims. This line item is level-funded in FY 2020.

The Debt Service budget line covers payments for outstanding debt obligations for excluded debt (as a result of Prop. 2 ½ overrides), Community Preservation Act debt, and debt within the levy. The FY 2020 Debt Service line is increasing by 27.7%, or over $4.1 million. The increases are primarily attributable to increased debt payments for the construction of the Sunita Williams elementary school and for the Rosemary Recreation Complex project construction, as well as some preliminary debt for the new Public Safety building project. Notably, this budget line recently decreased for three years, from FY 2015-FY 2017, as the debts from earlier capital projects closed and came off the books. These types of fluctuations will continue due to the borrowing schedules for the Town's significant capital projects. The Finance Committee is also recommending a modest increase of $45,472 to the Debt Service line beyond the amount required by the debt schedules. This would use funds that were requested for certain Library

expenses to pay down some of the Town's overall debt. Since the Library has state aid money to fund the requested costs, there will be no reduction of services.

The Employee Benefits line (known as Group Insurance, Employee Benefits and Administrative Costs) is increasing by only 1.8%, or $277,289. This line includes an assumed 7% increase in health insurance premiums, provisions for additional subscribers, and provisions for an increase in the number of eligible employees. The budgeted amount is decreasing overall due to the transition of all employees to the new benchmark and high deductible plans with lower premiums. This decrease in health insurance costs represents a one-time "re-set." These costs can be expected to increase going forward as medical costs continue to rise and as the number of eligible staff increases.

The Needham Electric Light and Gas Program covers the costs relating to electricity and natural gas usage, the costs of maintenance and repair of street lights, and the costs of producing solar electricity that is sold to the grid. This line has an increase of 4.5%, or $160,328, in FY 2020. This year's increase includes additional energy costs for running the new Sunita Williams elementary school, the Memorial Park field house and the additional Mitchell School modular classrooms, compounded by a notable increase in the supply rate for natural gas. While the cost of producing solar power is included in the energy operating budget, the cost is mitigated by revenue from the solar electricity project which is generated both by lease payments for property used for the solar arrays and by the sale of electricity that is generated.

The Retiree Insurance and Insurance Liability Fund line is level-funded for FY 2020. The program, also known as "OPEB" (other post-employment benefits), funds benefits other than pensions, that are provided to eligible retirees, such as health insurance. The assumed rate of return for OPEB funds was reduced from 7.50% to 7.25% in the FY 2020 budget, with plans to reduce the rate to 7.0% in the near future. While these reductions have increased contributions according to the funding schedules, the Town's outstanding obligations have been reduced as a result of the change in the Town's health plan offerings. An actuarial analysis is underway to determine a new OPEB funding schedule.

In the FY 2020 budget, the Retirement Assessments line, which funds pensions for retirees as well as unfunded pension liability, is increasing by 9.5%, or $753,776. The Retirement Board reduced the assumed rate of return for pension assets for a second year in a row, going from 7.50% down to 7.25% for FY 2020, after being reduced from 7.75% to 7.50% for FY 2019. These reductions in the assumed rates of return led to increases in the Town's annual contributions in the funding schedule in the most recent actuarial analysis. These changes will help achieve the Town's goal of funding outstanding unfunded pension liability in 2030.

The Classification, Performance, and Settlements line item is budgeted at $835,500 for FY 2020, an increase of over 50% more the amount budgeted for FY 2019. These funds serve as a reserve for additional personnel-related costs during the fiscal year, including performance-based salary increases for managers or increases resulting from new collective bargaining agreements. As of the date of this report, the collective bargaining agreements for the Needham Police Union, the Needham Police Superior Officers Association, and the Needham Fire Union had not yet settled for FY 2020. Therefore, the FY 2020 budgets for the Police and Fire Departments do not include funding for salary increases for positions covered by those the unions.

The Reserve Fund holds funds that may be used for extraordinary or unforeseen budget needs that arise during the fiscal year. In the past, the Reserve Fund has been used to fund expenses such as unexpected legal costs or costs associated with extraordinary snow and ice removal. For FY 2020, the recommended Reserve Fund appropriation is $1,881,500, an increase of 1.2% over the FY 2019 budget. The Finance Committee expects that this funding level will be sufficient to protect the Town from budgetary overages, without tying up funds unnecessarily.

B. Municipal Departments (excluding Education)

The Municipal Departments category includes 18 different budgets for operational departments, boards, and committees, as well as the municipal parking program. This report groups the Municipal Departments by functions. It is important to note that, as mentioned above, the recommended budget lines do not include salary or wage increases for employees whose positions are covered by the unions which have not yet reached agreements with the Town, specifically: the Needham Police Union, the Needham Police Superior Officers, and the Needham Fire Union. If any departments need additional funding for related salary increases during the fiscal year, the funds may be transferred from the Classification, Performance and Settlements line in Townwide Expenses.

General Government

The FY 2020 proposed budget for all General Government departments is 3.1% higher than the FY 2019 budget. The Board of Selectmen/Town Manager budget line item is essentially level-funded. The modest 1.0% salary increase is offset by a 5.8% decrease in expenses that is roughly the same dollar amount as the increase in the salary line. The decrease in expenses is primarily due to the transfer of copier maintenance costs from the Town Manager's budget to the Information Technology budget in the Finance Department, along with a decreased need for assessment centers in Human Resources. The Finance Committee is not recommending funding the requested new position of Public Information Officer in the FY 2020 operating budget. As noted previously, the Finance Committee adheres to the principle that careful consideration is required before adding new positions to the operating budget. The Committee was not convinced that a new position is warranted for the designated functions of Public Information Officer on a full-time basis for the long term. The Finance Committee also recommended to exclude funding of a request for temporary staffing in the operating budget for Human Resources. The Committee recognized the need for temporary staffing in some departments, and suggested funding that expense through a financial warrant article. This will allow the Town to reconsider the need after the allocation of funds are exhausted. This approach will also allow the expenses to stretch beyond just one fiscal year.

The Town Clerk and Board of Registrar's budget is decreasing by 5.4% due to typical fluctuations attributable to election-related wages and expenses. In FY 2020, the Town will conduct two scheduled elections, including an annual Town election and the presidential primary, compared to three elections in FY 2019. The Town Counsel's budget remains flat for FY 2020.

The Finance Department budget includes a 5.8% increase. Much of the base budget increase is due to rising software licensing costs in the Technology Division as well as revaluation certification work in Assessing, and a small increase for department salaries. The recommended budget also includes funding to extend the role of an Administrative Specialist in the Accounting Division to full time, which will help keep pace with state and federal reporting requirements. Also included is funding for technology needs associated with the Health Department's implementation of electronic inspections of food establishments. The Planning and Community Development budget is increasing by 3.0%. The Community Housing Specialist position continues to be funded half within the Planning and Community Development operating budget and half with CPA funds. The current CPA allocation for this position was expected to run out after FY 2019, but has not been fully expended due to staffing turnover.

Public Safety

The Public Safety category, which includes the Police, Fire, and Building Departments, has a combined increase of 4.6% in the FY 2020 budget. The Police Department budget is increasing 3.3%. The Police Department salary line includes increases for administrative staff and dispatchers. Since the collective bargaining agreements are not yet settled for either the Police Union or the Police Superior Officers Association, no salary increases are included for covered positions. As noted above, the Classification,

Performance, and Settlements line includes funding that can be used for any personnel-related increases needed after the budget is approved. The Police Department FY 2020 budget salary line includes funding for an additional Police Officer. The position will help address increased demand for services, as evidenced by an rising number of calls and the growing complexity of services needed, and will alleviate reliance on overtime to meet minimum staffing levels. This completes the second step in the plan to add four officer positions in accordance with a recent staffing study. Under this plan, two additional officers are anticipated in the FY 2021 operating budget.

The Fire Department budget is increasing by 6.0% in FY 2020, reflecting increases in salaries for staff not included in the Fire Union, whose contract was unsettled at the time of this report. (As noted previously, provision for such increases are reflected in the Classification, Performance and Settlements line under Townwide Expenses.) The FY 2020 Fire Department budget includes the Emergency Management Coordinator position which is being transferred from the Health and Human Services budget. This position is also being increased from 0.7 to 1.0 full-time equivalent (FTE) to provide more opportunity to continue to develop and expand the emergency preparedness program. The FY 2020 budget includes funding for eight new firefighter positions that are being hired pursuant to a federal grant that is covering 75% of the associated salaries for a second year. In the third and final year, the grant will fund 35% of these salaries. It is important to note that the increases in staffing in both the Police and Fire Departments will affect not only the operating budgets of those departments, but will also increase costs of employee benefits that are associated with these positions and funded through the Employee Benefits line of Townwide Expense portion of the budget.

The FY 2020 budget for the Building Department is increasing by less than 1.0%. The small increase in the salaries line is counterbalanced by the decrease in the budget's operating capital.

Public Facilities and Public Works

Last year, the Public Facilities maintenance work was shifted from the Public Facilities Department (now Building Design and Construction Department (BDCD)) to the Department of Public Works (DPW). The total combined budget for the BDCD and the DPW is increasing by 4.9%. The BDCD budget is increasing by only 1.7% due to increases in salary for existing staff combined with a flat expense budget. The DPW budget is increasing by 5.0% which includes additional contract expenses related to maintenance needs for the new Sunita Williams School scheduled to open in September 2019. This recommendation also includes funding for the salary of an additional custodian (1.0 FTE) in the Maintenance Division which will provide an additional half position (0.5 FTE) at the Center at the Heights (CATH) to address expanded hours and programming and a half position (0.5 FTE) to provide maintenance services at the new Memorial Park building and who will also serve as a "floater" to cover for absences in other buildings. Funding for additional hours of a Building Monitor for the Center at the Heights is also included. The budget also funds an Organics Recycling Program at the Recycling and Transfer Station (RTS), as well as the cost of equipping DPW fleet vehicles with GPS devices which will provide data for preventative vehicle maintenance planning and more efficient dispatching of vehicles, particularly for Snow and Ice operations. The Finance Committee did not recommend funding an additional manager for service and parts in the Fleet Division.

Community Services

The seven departments in the Community Services section of the budget constitute only 2.7% of the overall FY 2020 operating budget, but provide highly valuable services to residents and businesses throughout the community. These departments secure substantial funding from fees, grants, and donations, as well as support from volunteer services. This group of budgets is increasing by 8.1% overall, due mostly to salary increases for existing staff, and some increases in important programs and services.

The Health Department, Aging Services, Youth and Family Services, and Veteran Services divisions all comprise the Health and Human Services (HHS) Department budget. In addition, HHS shares Emergency Management functions with the Fire Department. The HHS budget is increasing 8.5% in FY 2020. The increase has been tempered by the transfer of the salary part-time Emergency Management Program Coordinator (-0.7 FTE) out of the HHS budget and into the Fire Department's FY 2020 budget. The renewed request for a Director of Public Health was not funded in the FY 2020 budget recommendation as there was not sufficient need to warrant the additional position at this time. The FY 2020 HHS budget includes partial funding (0.4 FTE) for a new administrative staff position to be shared with the Park and Recreation Department, as described below. The budget also includes funding for an additional therapist hours (0.25 FTE) for Youth and Family Services to reduce the waitlist for critical services. The budget also provides funding to expand Aging Services programming and the hours of operation at the CATH.

The Needham Public Library budget is increasing 2.3% in FY 2020. The Finance Committee recommends that the requests for additional expenses totaling $45,472 for a wireless internet service, media downloading subscriptions, and an online reference database, as well as the salary of a part-time position for packing and unpacking deliveries continue to be funded through the State Aid account or through Library trust funds in FY 2020 rather than in the operating budget at this time. The Library's additional request to add a new position of Reference Librarian/Digital Communications Specialist was deferred.

The Park and Recreation Department line is increasing by 21.5% in the FY 2020 budget, due in large part to costs associated with the operation of the Rosemary Pool complex. The state minimum wage increase in 2019 from $11 to $12 per hour has also affected wages for summer staff. The pool expense budget is increasing since the use of chemicals in the past season was higher than indicated by the contractor's estimate. The FY 2020 budget includes partial funding (0.6 FTE) a new full-time Department Assistant II position to be shared with the HHS Department, as both Departments are located in the new Rosemary Recreation Complex. Due to the expected workload allocation, 60% of the salary for the new position is recommended to be funded in the Park and Recreation Department budget and 40% in the HHS budget. The Finance Committee recommends that the requests for a Pool Specialist, additional pool staff and the lifeguard retention program be funded through a financial warrant article, and not included in the FY 2020 operating budget, in order to provide more time to assess the operations and more accurately determine the needs of the new pool facility.

The Municipal Parking budget is up 9.5% due to an increase in the leasing costs and a small increase in overtime wages. The budgets for the Commission on Disabilities, the Historical Commission, and Memorial Park Trustees continue to be level-funded for FY 2020.

C. Education

The recommended FY 2020 budget for public education, including the Needham Public Schools operating budget and the Minuteman Regional School Assessment, is $77,090,548, an increase of 7.0%. The Minuteman Regional High School's estimated assessment for FY 2020 is $1,084,783. The assessment is up 18.7% in FY 2020 due to the increased debt payments for the Minuteman District's capital building project. These capital costs, along with the District operating costs, are apportioned among member towns in accordance with the District Agreement.

The FY 2020 budget for the Needham School Department totals $76,005,765, representing 42.6% of the total operating budget. (Note: This figure does not include the costs of benefits, including health insurance, for School Department employees, which are carried under Townwide Expenses.) The Finance

Committee's recommended budget for the School Department in FY 2020 includes an increase of $4.9 million, or 6.9%, and fully funds the Superintendent's request and School Committee's voted budget.

The School Department tempered its budget requests in FY 2019 and FY 2018 and asked the Town to channel an amount of recurring funds to reserves to allow for a larger incremental increase in FY 2020 to fund the opening of the Sunita Williams School and the start of the full-day kindergarten program. These funds that might have gone into the School Department operating budget were set aside into the Debt Service Stabilization Fund to help fund a temporary bubble in debt service payments that the Town expects to see during the height of the scheduled debt payments for the capital projects in the Facilities Master Plan. That portion of the recurring revenue stream is now being channeled back to the operating budget to fund the new kindergarten program.

The cost of implementing the new kindergarten program is $1,950,540, providing for an additional 33.8 FTEs. An additional $459,350 of associated costs has been added to the Employee Benefits line in the Townwide Expense portion of the FY 2020 operating budget. The Finance Committee is pleased that, after careful planning, the FY 2020 budget is able to accommodate the new full-day kindergarten program without sacrificing other programs. The School Department has put significant efforts into restraining rising costs in transportation and special education, and continues to make progress. The School Department is hopeful that the new curriculum for full-day kindergarten will help mitigate the need for some of the special education referrals as there will more continuity for students and more time for staff to provide support to students.

If the costs for full-day kindergarten and the Sunita Williams School are excluded, then the School Department's FY 2020 budget request amounts to an increase of 4.7% over the FY 2019 budget. The School Department base budget includes contractual increases needed to achieve level services for FY 2020, including additional staffing needed to address growth in enrollment and higher special education costs caused by both increasing needs and possible decreased outside funding. 11.1 new FTEs are added to address the Schools' additional enrollment, growing demands for special education and other services, as well as declines in grant funding. The FY 2020 budget also includes some modest improvements including additional curricular needs, equity initiatives, and more funding for the High School Athletic program.

Closing Comments

The Finance Committee's recommended budget for FY 2020 provides the resources needed to fund ongoing capital projects, and to sustain or improve the high level of services that local residents and businesses currently enjoy. The budget shows that fiscal restraint and careful planning have enabled us to address the growing capital and service needs, but also to prepare for upcoming demands. The Town must continue to consider not only the benefits of each project it undertakes, and the associated capital costs, but the effects on the Town's overall debt capacity, the long-term implications to the operating budget, and the burden on individual taxpayers. The Needham 2025 study will help inform us all of the implications of future growth in the town and the potential impact on our longer term infrastructure needs.

The Finance Committee would like to recognize the hard and excellent work of Town and School Administration, the Directors of Finance for the Town and Schools, and the department heads and managers who all worked closely with the Finance Committee throughout the budgeting process. The Finance Committee greatly values the creative and constructive approaches often presented to address competing operational needs. The Finance Committee would also like to recognize the residents who dedicate their time and effort to serving our community through elected and appointed positions. We could not accomplish our mission effectively without their generous assistance and support.

Finally, I would also like to thank each member of the Finance Committee for their dedication and meticulous work examining and prioritizing financial issues, balancing the budget, and reviewing the Town's capital plans and investments. It has been a privilege and a pleasure to serve with such dedicated and talented people as we strive to achieve the best for the Town and its residents.
Respectfully submitted on behalf of the Finance Committee,

Barry J. Coffman, Chair

Committee Members:

Thomas M. Jacob, Vice Chair
John Connelly
Joshua W. Levy
Richard Lunetta
Louise L.E. Miller
Richard Reilly
Carol Smith-Fachetti
Louise Mizgerd, Analyst

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Summary of Revenues
FY2018 - FY2020
General Fund Only

	FY2018	FY2019	FY2020
Local Estimated Receipts			
Local Excises and Other Tax Related Collections	$8,042,729	$6,535,000	$6,635,000
Departmental Activities	$5,987,227	$4,426,256	$5,676,256
Fines & Forfeits & Assessments	$187,560	$120,000	$120,000
Investment Income	$434,319	$250,000	$300,000
Medicaid	$207,679	$0	$0
Miscellaneous Revenue	$4,169	$4,000	$4,000
Miscellaneous Non-recurring	$305,739	$0	$0
SUB-TOTAL	**$15,169,422**	**$11,335,256**	**$12,735,256**
Property Taxes & State Aid			
Real & Personal Property Tax Levy	$132,578,018	$141,893,986	$152,534,866
Cherry Sheet Revenue (State Aid)	$11,788,322	$12,509,090	$13,094,223
SUB-TOTAL	**$144,366,340**	**$154,403,076**	**$165,629,089**
Other Available Funds & Free Cash			
Free Cash	$11,387,990	$13,298,378	$9,707,871
Overlay Surplus	$3,000,000	$1,000,000	$1,000,000
State Infrastructure Fund	$0	$0	$12,478
Transfer from other Articles	$246,000	$289,000	$119,500
Transfer from Stabilization Funds	$1,817,000	$1,855,000	$2,500,000
Reserved for Debt Exclusion Offset	$80,807	$115,147	$105,159
SUB-TOTAL	**$16,531,797**	**$16,557,525**	**$13,445,008**
Total General Fund Revenue	**$176,067,559**	**$182,295,857**	**$191,809,353**
Adjustments to General Fund Revenue			
Enterprise & CPA Reimbursements	$1,954,577	$2,049,558	$2,420,317
SUB-TOTAL	**$1,954,577**	**$2,049,558**	**$2,420,317**
Total Revenue Available for General Fund Uses	**$178,022,136**	**$184,345,415**	**$194,229,670**

Account Balances

Athletic Facility Improvement Fund	As of March 29, 2019	$2,668,884
Capital Facility Fund	As of March 29, 2019	$1,874,435
Capital Improvement Fund	As of March 29, 2019	$904,737
Debt Service Stabilization Fund	As of March 29, 2019	$2,100,946
Free Cash	As of March 29, 2019	$9,757,871
Sewer Enterprise Fund Retained Earnings	As of March 29, 2019	$3,286,421
Solid Waste Enterprise Fund Retained Earnings	As of March 29, 2019	$71,727
Stabilization Fund	As of March 29, 2019	$4,174,145
Water Enterprise Fund Retained Earnings	As of March 29, 2019	$3,080,815

Summary of Expenditures
FY2018 - FY2020
General Fund Only

	FY2018	FY2019	FY2020
Town Wide Group	**$43,673,649**	**$51,924,460**	**$57,963,970**
Department Budgets			
Select Board/Town Manager	$933,449	$1,044,668	$1,045,004
Town Clerk/Board of Registrars	$371,632	$437,003	$413,597
Town Counsel	$368,112	$329,442	$329,140
Finance Department	$2,584,458	$2,967,689	$3,138,865
Finance Committee	$37,480	$39,705	$39,892
Planning and Community Development	$541,800	$570,833	$587,795
Police Department	$6,345,417	$6,828,159	$7,050,521
Fire Department	$7,810,529	$8,175,097	$8,665,619
Building Department	$668,870	$773,652	$779,086
Minuteman Regional High School	$801,331	$914,236	$1,084,783
Needham Public Schools	$67,846,508	$71,105,943	$76,005,765
Building Design & Construction Department *	$309,004	$518,220	$526,812
Department of Public Works *	$14,843,929	$15,049,298	$15,808,247
Municipal Parking Program	$92,338	$106,382	$116,464
Health and Human Services Department	$1,586,958	$1,887,600	$2,048,582
Commission on Disabilities	$1,769	$2,050	$2,050
Historical Commission	$0	$1,050	$1,050
Library	$1,653,829	$1,780,074	$1,821,544
Park & Recreation	$497,538	$683,333	$830,470
Memorial Park	$723	$750	$750
Department Budget Total	**$107,295,674**	**$113,215,184**	**$120,296,036**
Total Budget	**$150,969,323**	**$165,139,644**	**$178,260,006**
Other Appropriations			
General Fund Cash Capital	$9,326,467	$11,155,289	$9,407,752
Other Financial Warrant Articles	$1,185,000	$1,399,300	$1,338,314
Transfers to Other Funds *	$5,251,164	$3,223,496	$1,055,785
Total Other Appropriations	**$15,762,631**	**$15,778,085**	**$11,801,851**
Other Uses			
Other Amounts Required to be Provided	$49,865	$50,606	$71,028
State & County Assessments	$1,333,038	$1,408,970	$1,443,574
Provisions for Abatements & Exemptions	$2,811,893	$1,968,110	$2,653,211
Total Other Uses	**$4,194,795**	**$3,427,686**	**$4,167,813**
Total General Fund Expenses	**$170,926,749**	**$184,345,415**	**$194,229,670**

* FY18 and FY19 budget information has been restated to reflect the transfer of the building maintenance and RTS operations into the DPW budget for comparison purposes only.

Line #	Description	FY2018 Expended	FTE*	FY2019 Budget	FTE*	FY2020 Finance Committee Recommendation	FTE*	%
Townwide Expenses								
1	Casualty, Liability, Property & Self-Insurance Program	521,244		626,790		626,790		
2	Debt Service	12,558,451		14,904,503		19,038,470		
3	Group Health Insurance, Employee Benefits & Administrative Costs	13,394,491		15,256,471		15,533,760		
4	Needham Electric, Light & Gas Program	3,224,666		3,586,259		3,746,587		
5	Retiree Insurance & Insurance Liability Fund	6,115,455		6,906,705		6,906,705		
6	Retirement Assessments	7,203,059		7,934,482		8,688,258		
7	Workers Compensation	656,283		679,253		706,400		
8	Classification Performance & Settlements	Transfers Only		170,106		835,500		
9	Reserve Fund	Transfers Only		1,859,891		1,881,500		
	Townwide Expense Total	43,673,649		51,924,460		57,963,970	0.0	11.6%
Select Board and the Office of the Town Manager								
10A	Salary & Wages	803,370	9.0	892,969	9.0	902,135	9.0	
10B	Expenses	130,079		151,699		142,869		
	Total	933,449	9.0	1,044,668	9.0	1,045,004	9.0	
Town Clerk and Board of Registrars								
11A	Salary & Wages	325,960	4.0	376,968	4.0	359,747	4.0	
11B	Expenses	45,672		60,035		53,850		
	Total	371,632	4.0	437,003	4.0	413,597	4.0	
Town Counsel								
12A	Salary & Wages	75,140		75,442		75,140		
12B	Expenses	292,972		254,000		254,000		
	Total	368,112		329,442		329,140	0.0	
Finance Department								
13A	Salary & Wages	1,734,011	22.6	1,943,197	23.6	2,015,110	24.0	
13B	Expenses	781,972		949,492		1,043,755		
13C	Capital	68,475		75,000		80,000		
	Total	2,584,458	22.6	2,967,689	23.6	3,138,865	24.0	
Finance Committee								
14A	Salary & Wages	36,349	0.5	38,385	0.5	38,532	0.5	
14B	Expenses	1,131		1,320		1,360		
	Total	37,480	0.5	39,705	0.5	39,892	0.5	
Planning and Community Development								
15A	Salary & Wages	515,287	6.2	538,933	6.3	554,745	6.3	
15B	Expenses	26,513		31,900		33,050		
	Total	541,800	6.2	570,833	6.3	587,795	6.3	
	General Government	4,836,931	42.3	5,389,340	43.4	5,554,293	43.8	3.1%

Police Department								
16A	Salary & Wages	5,915,760	59.0	6,363,295	60.0	6,536,805	61.0	
16B	Expenses	257,154		311,290		380,733		
16C	Capital	172,503		153,574		132,983		
	Total	6,345,417	59.0	6,828,159	60.0	7,050,521	61.0	
Fire Department								
17A	Salary & Wages	7,436,136	71.0	7,774,497	73.0	8,275,489	74.0	
17B	Expenses	344,394		376,822		390,130		
17C	Capital	29,999		23,778		0		
	Total	7,810,529	71.0	8,175,097	73.0	8,665,619	74.0	
Building Department								
18A	Salary & Wages	633,236	9.8	718,612	9.8	728,046	9.8	
18B	Expenses	35,634		55,040		51,040		
	Total	668,870	9.8	773,652	9.8	779,086	9.8	
	Public Safety	14,824,816	139.8	15,776,908	142.8	16,495,226	144.8	4.6%
Minuteman Regional High School Assessment								
19	Assessment	801,331		914,236		1,084,783		
	Total	801,331	0.0	914,236	0.0	1,084,783	0.0	
Needham Public Schools								
20	Needham Public School Budget	67,846,508	739.4	71,105,943	749.3	76,005,765	794.2	
	Total	67,846,508	739.4	71,105,943	749.3	76,005,765	794.2	
	Education	68,647,839	739.4	72,020,179	749.3	77,090,548	794.2	7.0%
Building Design & Construction Department#								
21A	Salary & Wages	290,250	5.0	498,725	5.0	507,317	5.0	
21B	Expenses	18,754		19,495		19,495		
	Total	309,004	5.0	518,220	5.0	526,812	5.0	
Department of Public Works#								
22A	Salary & Wages	7,847,905	112.0	8,476,654	116.0	8,809,530	117.0	
22B	Expenses	5,567,745		6,034,919		6,441,822		
22C	Capital	131,296		121,493		136,500		
22D	Snow and Ice	1,296,983		416,232		420,395		
	Total	14,843,929	112.0	15,049,298	116.0	15,808,247	117.0	
	Public Facilities and Public Works	15,152,933	117.0	15,567,518	121.0	16,335,059	122.0	4.9%
Municipal Parking Program								
23	Program	92,338		106,382		116,464		
	Total	92,338	0.0	106,382	0.0	116,464	0.0	
Health and Human Services Department								
24A	Salary & Wages	1,304,912	15.7	1,545,614	17.6	1,659,308	17.3	
24B	Expenses	282,046		341,986		389,274		
	Total	1,586,958	15.7	1,887,600	17.6	2,048,582	17.3	
Commission on Disabilities								
25A	Salary & Wages	1,500		1,500		1,500		
25B	Expenses	269		550		550		
	Total	1,769	0.0	2,050	0.0	2,050	0.0	

Historical Commission								
26A	Salary & Wages							
26B	Expenses	0		1,050		1,050		
	Total	0	0.0	1,050	0.0	1,050	0.0	
Needham Public Library								
27A	Salary & Wages	1,307,869	14.0	1,421,397	15.0	1,459,859	15.0	
27B	Expenses	345,960		358,677		361,685		
	Total	1,653,829	14.0	1,780,074	15.0	1,821,544	15.0	
Park and Recreation Department								
28A	Salary & Wages	420,216	4.0	582,618	4.0	694,205	4.6	
28B	Expenses	77,322		100,715		136,265		
	Total	497,538	4.0	683,333	4.0	830,470	4.6	
Memorial Park								
29A	Salary & Wages							
29B	Expenses	723		750		750		
	Total	723	0.0	750	0.0	750	0.0	
	Community Services	3,833,155	33.7	4,461,239	36.6	4,820,910	36.9	8.1%
	Department Budget Total	107,295,674	1,072.2	113,215,184	1,093.1	120,296,036	1,141.7	6.3%
	Total Operating Budget	150,969,323		165,139,644		178,260,006		7.9%

FY18 and FY19 budget information has been restated to reflect the transfer of the building maintenance and RTS operations into the DPW budget.

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WARRANT FOR THE ANNUAL TOWN MEETING
TUESDAY, APRIL 9, 2019
TOWN OF NEEDHAM
COMMONWEALTH OF MASSACHUSETTS

Norfolk, ss.

To either of the constables in the Town of Needham in said County. Greetings:

In the name of the Commonwealth of Massachusetts you are hereby required to notify and warn the Inhabitants of the Town of Needham qualified to vote in elections and in Town Affairs to meet in their respective voting places in said Town namely:

Precinct A	-	The Center at the Heights
Precinct B	-	The Center at the Heights
Precinct C	-	Newman School - Gymnasium
Precinct D	-	Newman School - Gymnasium
Precinct E	-	Broadmeadow School - Performance Center
Precinct F	-	Needham High School – Gymnasium
Precinct G	-	Needham High School – Gymnasium
Precinct H	-	Broadmeadow School - Performance Center
Precinct I	-	William Mitchell School - Gymnasium
Precinct J	-	William Mitchell School - Gymnasium

on TUESDAY, NINTH DAY OF APRIL, 2019

from seven o'clock in the forenoon until eight o'clock in the afternoon, then and there to act upon the following articles, viz:

ARTICLE 1: ANNUAL TOWN ELECTION

To choose by ballot the following Town Officers:
One Moderator for Three Years;
One Member of the Select Board for Three Years;
One Town Clerk for Three Years;
One Assessor for Three Years;
Three Members of School Committee for Three Years;
One Trustee of Memorial Park (trustee of soldiers' memorials – Veteran) for Three Years;
One Trustee of Memorial Park (trustee of soldiers' memorials – non-veteran) for Three Years;
Two Trustees of Needham Public Library for Three Years;
One Trustee of Needham Public Library for Two Years;
One Member of Board of Health for Three Years;
Two Members of Board of Health;
One Member of Planning Board for Five Years;
One Member of Needham Housing Authority for Five Years;
One Commissioner of Trust Funds for Three Years;
One Commissioner of Trust Funds for One Year;
Two Members of Park and Recreation Commission for Three Years;
Eight Town Meeting Members from Precinct A for Three Years;
One Town Meeting Member from Precinct A for One Year;

Eight Town Meeting Members from Precinct B for Three Years;
One Town Meeting Member from Precinct B for Two Years;
Eight Town Meeting Members from Precinct C for Three Years;
One Town Meeting Member from Precinct C for One Year;
Eight Town Meeting Members from Precinct D for Three Years;
Eight Town Meeting Members from Precinct E for Three Years;
Eight Town Meeting Members from Precinct F for Three Years;
Eight Town Meeting Members from Precinct G for Three Years;
Eight Town Meeting Members from Precinct H for Three Years;
Eight Town Meeting Members from Precinct I for Three Years;
One Town Meeting Member from Precinct I for One Year;
One Town Meeting Member from Precinct I for Two Years;
Eight Town Meeting Members from Precinct J for Three Years.

and you are also required to notify the qualified Town Meeting Members of the Town of Needham to meet in the Needham Town Hall on Monday May 6, 2019 at 7:30 p.m. in the afternoon, then and there to act upon the following articles:

Warrant for the Annual Town Meeting

Monday, May 6, 2019 at 7:30 p.m. at Needham Town Hall

ARTICLE 2: COMMITTEE AND OFFICER REPORTS

To hear and act on the reports of Town Officers and Committees.

HUMAN RESOURCE ARTICLES

ARTICLE 3: ESTABLISH ELECTED OFFICIALS' SALARIES

To see if the Town will vote to fix the compensation of the following elected officers of the Town as of July 1, 2019, as required by Massachusetts General Laws, Chapter 41, Section 108:

Town Clerk	$86,304
Town Clerk with 6 years of service in that position	$106,800 (1)
Select Board, Chair	$1,800
Select Board, Others	$1,500

(1) In addition, such compensation shall also include payment of longevity in the amount of $8,544, the accumulation of 15 days of non-occupational sick leave per fiscal year, and payment for 25% of unused sick leave at the time of retirement from Town Service in accordance with M.G.L. c. 32 or sooner, in an amount not to exceed $66,374. The annual salary of $106,800 includes compensation for five weeks of vacation leave, any unused portion of which will be paid at the time of separation from Town service in an amount not to exceed $11,091. No later than the time of separation from Town service, the Town Clerk shall also be paid for seven (7) weeks of

accrued, unused vacation time in an amount not to exceed $15,527; or take any other action relative thereto.

INSERTED BY: Personnel Board
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted
PERSONNEL BOARD RECOMMENDS THAT: Article be Adopted

Article Information: In accordance with Massachusetts General Law Chapter 41, Section 108, the Town must annually vote to set the salary and compensation for any elected Town officials who receive compensation. The Town Clerk salary has been separated into two categories, newly elected Town Clerk, and Town Clerk with at least six years of service. This is done because Town elections are held in April and Town Meeting would not have a chance to vote on the salary of a newly elected Clerk until after the incumbent had been receiving a higher rate of pay for several months. It has been the practice of the Personnel Board to provide the Town Clerk, the only full-time elected official, with benefits close to that of other full-time employees. Payment for longevity, as well as buy-back of sick leave and vacation no later than the time of separation from Town service, is included in the recommended salary and compensation article. This article also includes provision for a one-time distribution of accumulated and unused vacation leave as of June 30, 2000; such payment to be made no later than the time of separation from Town service.

The annual stipends for the members of the Select Board have remained unchanged since 1977.

ARTICLE 4: FUND COLLECTIVE BARGAINING AGREEMENT – NEEDHAM POLICE UNION

To see if the Town will vote to fund the cost of items contained in a collective bargaining agreement between the Town and the Needham Police Union by authorizing the Town Manager to transfer a sum necessary to fund the cost items contained in the agreement from the Classification, Performance and Settlements line to the appropriate lines in the Operating Budget for fiscal year 2020; or take any other action relative thereto.

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting
PERSONNEL BOARD RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: At the time of the printing of the warrant, the parties had not reached agreement on this contract.

ARTICLE 5: FUND COLLECTIVE BARGAINING AGREEMENT – NEEDHAM POLICE SUPERIOR OFFICERS ASSOCIATION

To see if the Town will vote to fund the cost of items contained in a collective bargaining agreement between the Town and the Needham Police Superior Officers Association by authorizing the Town Manager to transfer a sum necessary to fund the cost items contained in the agreement from the Classification, Performance and Settlements line to the appropriate lines in the Operating Budget for fiscal year 2020; or take any other action relative thereto.

INSERTED BY: Select Board

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting
PERSONNEL BOARD RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: *At the time of the printing of the warrant, the parties had not reached agreement on this contract.*

ARTICLE 6: FUND COLLECTIVE BARGAINING AGREEMENT – NEEDHAM FIRE UNION

To see if the Town will vote to fund the cost of items contained in a collective bargaining agreement between the Town and the Needham Fire Union by authorizing the Town Manager to transfer a sum necessary to fund the cost items contained in the agreement from the Classification, Performance and Settlements line to the appropriate lines in the Operating Budget for fiscal year 2020; or take any other action relative thereto.

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting
PERSONNEL BOARD RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: *At the time of the printing of the warrant, the parties had not reached agreement on this contract.*

FINANCE ARTICLES

ARTICLE 7: APPROPRIATE FOR NEEDHAM PROPERTY TAX ASSISTANCE PROGRAM

To see if the Town will vote to raise and/or transfer and appropriate the sum of $37,000 for the purpose of funding the Needham Property Tax Assistance Program, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from Overlay Surplus; or take any other action relative thereto.

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The Property Tax Assistance Program provides assistance to elderly and disabled taxpayers in need. This appropriation complements donations by private parties to the "Voluntary Tax Relief Program" authorized by statute. The ultimate goal of the Select Board is to set a target annual appropriation for the Property Tax Assistance Program equal to the amount of private contributions to the voluntary program during the preceding fiscal year. The voluntary fund received $10,026 in fiscal year 2018.

ARTICLE 8: APPROPRIATE FOR SENIOR CORPS

To see if the Town will vote to raise and/or transfer and appropriate the sum of $15,000 for the purpose of funding the Senior Corps program, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from Overlay Surplus; or take any other action relative thereto.

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The Senior Corps is a program in which qualified elderly and disabled property owners may work up to 100 hours for the Town. In turn, individuals are paid up to $1,200 per year (calendar year 2019), which is applied to their property tax bills.

ARTICLE 9: APPROPRIATE FOR COMPENSATED ABSENCES FUND

To see if the Town will vote to raise and/or transfer and appropriate the sum of $125,000 for the purpose of funding the Compensated Absences Fund, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from Free Cash; or take any other action relative thereto.

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The purpose of this article is to fund the Town's employee sick and vacation leave liability. Upon retirement, certain employees are compensated for a portion of their unused sick leave. All employees are entitled to payment of unused vacation leave upon termination of Town service. The Town has been taking steps to reduce or eliminate sick leave buy-back programs for all classes of employees, although an unfunded liability remains.

ARTICLE 10: APPROPRIATE FOR TEMPORARY STAFFING PROGRAM

To see if the Town will vote to raise and/or transfer and appropriate the sum of $76,000 for the purpose of funding a temporary staffing program, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from Free Cash; or take any other action relative thereto.

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The purpose of this appropriation is to establish a source of funding for temporary staffing needs across General Government departments. With the current unemployment rate at 3.8%, the Town is in a tight job market. Current employees have many options, and qualified potential applicants are in short supply. This program will allow the Town to work directly with temporary staffing agencies to address staffing needs as they occur – due to unexpected or difficult to fill vacancies. This program will allow departments to continue to operate efficiently as they work to find a permanent replacement. Temporary staffing requests will be evaluated based on the operational needs of the department and duration of the assignment.

ARTICLE 11: APPROPRIATE FOR PARK & RECREATION POOL STAFFING

To see if the Town will vote to raise and/or transfer and appropriate the sum of $69,419 for the purpose of funding Rosemary Pool staffing, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be raised from the Tax Levy; or take any other action relative thereto.

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The opportunity to increase the season at the new Pools at Rosemary Recreation Complex is a high priority for both the Park & Recreation Commission and the Select Board. The requested funding will allow the Department to hire a part-time pool specialist and additional seasonal pool staff, and create a lifeguard retention program to expand the season in some capacity from Memorial Day to Labor Day. The expanded pool season initiative will be evaluated and, if successful, the Department will recommend that funding be included in the annual operating budget to support the program in the future.

ARTICLE 12: APPROPRIATE FOR PUBLIC COMMUNICATIONS STAFFING

To see if the Town will vote to raise and/or transfer and appropriate the sum of $128,417 for the purpose of funding a Public Information Officer, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be raised from the Tax Levy; or take any other action relative thereto.

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT: Article Not be Adopted

Article Information: This appropriation would allow the Town to hire a Public Information Officer to direct the implementation of an integrated communications strategy for the Town. The PIO would work with individual boards and committees to gain understanding of their communications needs, provide ideas and recommendations, and implement those that are determined to be appropriate. The PIO would promote citizen participation in public events and solicit input on decision making through online marketing efforts; develop and implement on-line and mobile-based methods for receiving feedback from residents; promote the use of video through the Town's public access and other media; gather feedback on the functionality of the Town's website, make any changes that are deemed necessary, and expand information provided on the official website; coordinate the Town's social media and outreach accounts, ensuring compliance with established guidelines and consistency in messaging; and monitor both internal and external social media accounts and provide accurate information as required, directing the public to official Town sources. This article would fund a two year program for a part-time PIO.

ARTICLE 13: APPROPRIATE FOR RIDGE HILL/NIKE SITE CONSULTING & FEASIBILITY STUDY

To see if the Town will vote to raise and/or transfer and appropriate the sum of $50,000 for the purpose of funding the development of re-use plans for Ridge Hill and the NIKE site, and for a feasibility study for the demolition of structures at Ridge Hill, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from Free Cash; or take any other action relative thereto.

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: This funding will support the further development of re-use plans for the Ridge Hill and the NIKE Site, including identification of the size and type of potential uses and roadway infrastructure. The work will build on the environmental assessment conducted in FY2018 that identified specific locations on the property that can be developed. The funding will also support the assessment, engineering and planning for the demolition of structures on the site.

ARTICLE 14: APPROPRIATE FOR TOWN-OWNED LAND SURVEYS

To see if the Town will vote to raise and/or transfer and appropriate the sum of $100,000 for a survey of Town-owned lands, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from Free Cash; or take any other action relative thereto.

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: Over the past 300 years, the Town has acquired land that has never been surveyed. In recent years, when the Town has begun the design process for construction on such parcels, survey data has been unavailable or incorrect, resulting in delays and added cost to projects. This funding will allow the Town to conduct land surveys, including title research, field work, analysis, installation of bounds or markers, drafting work, and recording of completed plans. This is a multi-year program in the amount of $100,000 per year. Unless circumstances dictate otherwise, FY2020 funding is proposed for survey work at Claxton Field, Pollard School, the Boat Launch, Cooks Bridge, and Mills Field.

ARTICLE 15: APPROPRIATE FOR PUBLIC FACILITIES MAINTENANCE PROGRAM

To see if the Town will vote to raise and/or transfer and appropriate the sum of $640,000 for the purpose of funding the Public Facilities Maintenance Program, said sum to be spent under the direction of the Town Manager, and to meet this appropriation that $413,000 be transferred from Overlay Surplus and $227,000 be raised from the Tax Levy; or take any other action relative thereto.

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: This warrant article funds the annual maintenance of public buildings throughout the Town, including, but not limited to, asbestos abatement, duct cleaning, painting, and other repairs and necessary upgrades. Unless circumstances require otherwise, the FY2020 program will fund duct cleaning in the High School, wood floor refinishing at the High School, Mitchell, Hillside, Newman, and High Rock Schools, and the Town Hall, and carpet replacement at the Pollard, Mitchell, and Eliot Schools. At Mitchell, improvements include upgrades to the electrical system, the fire alarm system, and the cafeteria auditorium, as well as additional insulation in the attic and replacement of walls in two classrooms. Funding will support the design of an acoustical treatment in the gym at the Newman School and splitting of the chimney at the High Rock School.

ARTICLE 16: APPROPRIATE FOR DOWNTOWN SNOW REMOVAL PILOT PROGRAM

To see if the Town will vote to raise and/or transfer and appropriate the sum of $35,000 for the purpose of funding the Downtown Snow Removal Pilot Program, said sum to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from Overlay Surplus; or take any other action relative thereto.

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: This funding will support a pilot program for removal of snow and ice in the Downtown Business District. Currently, the Town deploys a hand crew with shovels and snow blowers to remove snow from handicapped ramps, pinch points (areas that are too narrow to use sidewalk tractors), and designated alleyways. The piece of equipment to be purchased is smaller in width and more maneuverable than a traditional sidewalk tractor. It is a ride-on piece of equipment that enables the operator to push through and relocate snow as it goes through difficult snow banks, faster than a push-behind snow blower.

ARTICLE 17: APPROPRIATE FOR SMALL REPAIR GRANT PROGRAM

To see if the Town will vote to raise and/or transfer and appropriate the sum of $50,000 for the purpose of funding the Small Repair Grant Program, said sum to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from Free Cash; or take any other action relative thereto.

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: The Small Repair Grant Program is being proposed to provide assistance to moderate-income Needham residents to make repairs and alterations to their homes for health and safety reasons. Up to $5,000 in grant funding would be available per residence, and applications will be evaluated and prioritized based on the extent of health and safety problems and the financial need of applicants. The Small Repair Grant Program responds to the findings and recommendations in the Council on Aging and Needham Public Health Division's Assessment of Housing and Transit Options for Needham Seniors which indicated that one of the major barriers to aging in place involves the costliness of modifying existing homes to increase accessibility.

ARTICLE 18: APPROPRIATE THE FY2020 OPERATING BUDGET

To see what sums of money the Town will vote to raise, appropriate, and/or transfer for the necessary Town expenses and charges, and further that the operating budget be partially funded by a transfer from Free Cash in the amount of $2,068,301, from Overlay Surplus in the amount of $500,000, from amounts Reserved for Debt Exclusion Offsets in the amount of $105,159, and $1,185,317 to be raised from CPA receipts; and further that the Town Manager is authorized to make transfers from line item 8 to the appropriate line items in order to fund the classification and compensation plan approved in accordance with the provisions of Section 20B(5) of the Town Charter, and to fund collective bargaining agreements approved by vote of Town Meeting; and further that the Town Manager is authorized to expend from line item 5 in order to meet expenses for post-employment health and life insurance benefits for eligible retirees from the fund established for that purpose; or take any other action relative thereto.

INSERTED BY: Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted as shown on pages: 15-17

ARTICLE 19: APPROPRIATE THE FY2020 SEWER ENTERPRISE FUND BUDGET

To see if the Town will vote to raise and/or transfer and appropriate the following sums of money to operate the Sewer Division of the Department of Public Works during fiscal year 2020, under the provisions of M.G.L. Chapter 44, Section 53F ½:

Sewer Enterprise
FY2020

Line #	Description	FY2018 Expended	FTE	FY2019 Current Budget	FTE	FY2020 Recommended	FTE	Town Meeting Amendments
201A	Salary & Wages	$916,696	11.0	$978,169	11.0	$1,028,667	11.0	
201B	Expenses	$415,773		$439,727		$451,947		
201C	Capital Outlay	$43,646		$50,000		$50,000		
201D	MWRA Assessment	$5,889,796		$6,173,219		$6,460,637		
201E	Debt Service	$980,086		$1,500,000		$900,000		
202	Reserve Fund	Transfers Only		$35,000		$35,000		
	TOTAL	**$8,245,997**	**11.0**	**$9,176,115**	**11.0**	**$8,926,251**	**11.0**	
	FY2020 Budget Percentage Change from FY2019 Budget						-2.7%	

and to meet this appropriation that $8,395,784 be raised from Sewer Enterprise Fund receipts, and that $530,467 be raised from the Tax Levy and transferred to the Sewer Enterprise Fund; or take any other action relative thereto.

INSERTED BY: Select Board & Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: This article funds the operation of the Town's sanitary sewer system. The Town's sewage collection system consists of more than 130 miles of collector and interceptor sewers, 3,958 sewer manholes, and nine sewer pump stations. The Town's sewer system is a collection system that discharges its wastewater to the Massachusetts Water Resources Authority (MWRA) system for treatment. Approximately 65% of the Town's sewer collection system is a gravity-only system, and 35% of the sewer system is pumped into the gravity system. Needham has two principal points of discharge into the MWRA system and nine other public locations where subdivisions discharge to the MWRA system. Personnel maintain and operate 22 sewer pumps, motors, switchgear, gates, valves, buildings, and grounds contained in nine pumping facilities located throughout Town.

The Division also oversees the collection and transportation of stormwater (drains program) originating from rain and snow storms for discharge into streams, brooks, rivers, ponds, lakes, flood plains and wetlands throughout Town. Stormwater and associated discharges are now considered by the Federal government as potentially contaminated, and have come under increasingly severe discharge performance standards. The intention is to reduce or eliminate contaminants contained in the flow washed from ground surfaces considered to be harmful to the environment. The Town's drainage infrastructure consists of approximately 90 miles of various size drainage pipes, 4,225 catch basins, 1,392 drainage manholes, and 295 drainage discharges.

The Sewer Enterprise Fund budget includes the costs of the drains program because the daily work is performed by Enterprise Fund staff. However, the costs not associated with sewer operations are funded by taxation and not by sewer use fees. The table below provides a breakout between the sewer operations and the drains program to compare the budget change in the two operations from the current year.

Budget Line	FY2020 Sewer Operations	FY2020 Drains Program	FY2020 Recommended Budget	FY2019 Sewer Operations	FY2019 Drains Program	Current FY2019 Sewer Budget
Salary & Wages	$662,279	$366,388	$1,028,667	$634,833	$343,336	$978,169
Expenses	$287,868	$164,079	$451,947	$278,313	$161,414	$439,727
Capital Outlay	$50,000	$0	$50,000	$50,000	$0	$50,000
MWRA Assessment	$6,460,637	$0	$6,460,637	$6,173,219	$0	$6,173,219
Debt Service	$900,000	$0	$900,000	$1,500,000	$0	$1,500,000
Reserve Fund	$35,000	$0	$35,000	$35,000	$0	$35,000
Total	$8,395,784	$530,467	$8,926,251	$8,671,365	$504,750	$9,176,115

	FY2020 Sewer Operations $ Change	FY2020 Drains Operations $ Change	FY2020 Sewer Enterprise $ Change	FY2020 Sewer Operations % Change	FY2020 Drains Operations % Change	FY2020 Sewer Enterprise % Change
Salary & Wages	$27,446	$23,052	$50,498	4.3%	6.7%	5.2%
Expenses	$9,555	$2,665	$12,220	3.4%	1.7%	2.8%
Capital Outlay	$0	$0	$0	0.0%		0.0%
MWRA Assessment	$287,418	$0	$287,418	4.7%		4.7%
Debt Service	-$600,000	$0	-$600,000	-40.0%		-40.0%
Reserve Fund	$0	$0	$0	0.0%		0.0%
Total	-$275,581	$25,717	-$249,864	-3.2%	5.1%	-2.7%

The total operating budget of $8,926,251 for FY2020 is $249,864 less than the current FY2019 budget, a decrease of 2.7%. The decrease is due to a $600,000 reduction in the sewer debt service line. This is a temporary decrease. The Town has several large scale utility infrastructure projects pending which will impact the enterprise debt budgets in the out years, in keeping with the overall capital infrastructure-funding plan for long term investments. The reduction in the debt service budget was partially offset by increases in the sewer operational expenses. The FY2020 drains operations portion of the budget is $25,717 (5.1%) more than the current year.

The FY2020 sewer operations portion of the budget is $275,581 lower, a decrease of 3.2% over the current year. As noted above, the decrease is due to the debt service budget. The $6,460,637 MWRA preliminary assessment for FY2020 is $287,418 more than the current appropriation, a 4.7% increase. The final assessment from the MWRA will be affected by the amount of sewer rate relief that is provided to the Authority by the Commonwealth, which will not be known until after the budget is voted by the Legislature and approved by the Governor.

The total salary and wages line is $1,028,667 for FY2020, an increase of $50,498 (5.2%). The sewer division has 11 full-time employees all of whom are members of the NIPEA union. The budget includes step and longevity increases for all the employees who are members of the union, based on the collective bargaining agreement with this group for FY2020, which was approved by Town Meeting.

The total expense line for FY2020 is $451,947 which is $12,220 or 2.8% more than the current year. The largest of the expense increase ($9,319) is for the energy - electric and natural gas - used to operate the various sewer pump stations. The estimated cost for street sweeping, and the collection and disposal of catch basin and street sweeping debris is $3,312 higher than the current year. There is an increase in vehicle-related expenses (fuel) of $1,862. The annual sewer flow meter maintenance expense is

anticipated to increase by $875. These increases were offset in part by budget decreases for repair and maintenance contracts ($2,743) and various supplies ($405).

The operating capital line is level funded at $50,000 for FY2020. This budget line pays for grinder replacements and allows the department to continue its annual allocation for sewer pump and small power equipment replacement. The plan for FY2020 is the replacement of one pump at the Great Plain Pump Station and replacement of a grinder at the Reservoir B Pump Station.

The reserve fund is level dollar for FY2020. The budget plan for FY2020 includes a $530,467 transfer from the tax levy to pay for drains-related programs; this is an increase of $25,717 from FY2019.

The Sewer Enterprise Fund also reimburses the general fund for costs incurred and paid by General Fund budgets, e.g., employee benefits, property and casualty insurance, financial and billing expenses, and other administrative and operational support costs. The Sewer Enterprise Fund budget is a self-supporting account. Sewer user fees and charges cover the cost of the sewer operations and the general fund payment supports the drains program.

ARTICLE 20: APPROPRIATE THE FY2020 WATER ENTERPRISE FUND BUDGET

To see if the Town will vote to raise and/or transfer and appropriate the following sums of money to operate the Water Division of the Department of Public Works during fiscal year 2020, under the provisions of M.G.L. Chapter 44, Section 53F ½:

Water Enterprise
FY2020

Line #	Description	FY2018		FY2019		FY2020		Town Meeting Amendments
		Expended	FTE	Current Budget	FTE	Recommended	FTE	
301A	Salary & Wages	$1,249,859	17.0	$1,272,879	17.0	$1,331,359	17.0	
301B	Expenses	$1,013,144		$1,137,563		$1,209,762		
301C	Capital Outlay	$23,092		$20,000		$15,000		
301D	MWRA Assessment	$1,109,794		$856,049		$1,413,150		
301E	Debt Service	$1,404,398		$1,550,000		$1,250,000		
302	Reserve Fund	Transfers Only		$75,000		$75,000		
	TOTAL	**$4,800,287**	**17.0**	**$4,911,491**	**17.0**	**$5,294,271**	**17.0**	
	FY2020 Budget Percentage Change from FY2019 Budget						7.8%	

and to meet this appropriation that said sum be raised from Water Enterprise Fund receipts; or take any other action relative thereto.

INSERTED BY: Select Board & Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: This article funds the Town's water system. The Town's water distribution system is a single service pressure zone system supplied by two sources. The Town's primary source of water is the Charles River Well Field which is able to produce up to 4.6 million gallons of water per day (the Town is registered for approximately 2.63 million gallons of water per day). The Charles River Well Field consists of three groundwater-pumping stations. Needham's second water source is a connection to the Massachusetts Water Resources Authority (MWRA) surface water supply originating at the Quabbin

Reservoir and delivered through the Metrowest Tunnel and the Hultman Aqueduct. This water is pumped into the Needham system at the St. Mary's Pumping Station. This supply is used when the Town's demand for water is greater than the local supply, and serves as a backup should the Town's wells need to be taken off-line. Water Division staff operate the water treatment plant and also operate, maintain, and repair the Town-wide water distribution system. The system is comprised of more than 143.5 miles of water mains, 1,344 public and private hydrants, 3,231 water gate valves, and 10,069 water service connections. This system supports approximately 14,545 installed meters.

The overall operating budget for FY2020 is $5,294,271 or $382,780 (7.8%) more than the FY2019 budget. The increase is the result of a much higher MWRA assessment for the Town's use of water. The MWRA bills the Town for actual water consumption in the calendar year preceding the new fiscal year; the FY2020 water assessment is based on CY2018 water use. The Town's use of MWRA water was up approximately 59% from the prior year. The preliminary water assessment for FY2020 is $557,101 (65.1%) more than the appropriation for this year. The final assessment from the MWRA is not expected until the end of the State budget process.

Water Production	CY2016	CY2017	CY2018
Water Production*	1,217.3	1,166.4	1,308.3
Water Production from MWRA	327.1	225.9	358.5
Water Production from Town Wells	890.2	940.5	949.8
Percentage from MWRA	26.9%	19.4%	27.4%
*millions of gallons			
Water meters replaced	1,348	1,315	1,454
Percentage of the total number of water meters in place for that year	9.3%	9.0%	10.0%

The FY2020 salary and wage line is $1,331,359, an increase of $58,480 (4.6%) over the current budget. The Water Enterprise has 17 full-time employees of whom 13 are unionized. Twelve employees are members of the NIPEA union and one employee is a member of the ITWA union. The budget includes step and longevity increases for employees who are members of the two unions based on the collective bargaining agreements with the two groups for FY2020. The budget also includes funding for non-union personnel.

The water expense line of $1,209,762 is $72,199 higher than the FY2019 budget, approximately 6.4% more. Approximately 58% of that increase ($41,780) is for electricity and natural gas services to operate the water treatment plant, water pump stations, and the two water tanks. The cost for supplies and materials is $16,819 more than the current, a 3.2% increase. This includes the purchase of supplies for the water building facilities, water department vehicles and equipment, employee uniforms, drinking water treatment chemicals, and various water parts for water mains, meters, and connections. Professional and technical services increased by $8,100 (9.3%) due to higher costs for water quality sampling, water cross connection survey and testing at larger facilities which requires the use of outside contractors due to time, access, size, and complexity constraints, and software upgrades. The cost was offset in part by the one-time expense for the Dunster and Bird Hill water tank inspections and testing that was budgeted for FY2019. Tree and brush clearing expenses are $5,500 more for FY2020 than FY2019. This cost includes the clearing of fire roads for emergency response at the water treatment plant.

The operating capital expense is $5,000 less than the current year. The planned expenses are the replacement of two filter influent valves at the water treatment plant which are original and are recommended to be replaced every 15 years.

Similar to the Sewer Enterprise, the water debt service line has been reduced for FY2020. The $300,000 decrease represents a 19.4% reduction. The water infrastructure demands will impact the debt budget in the out years. The water reserve fund is level dollar for FY2020.

The Water Enterprise Fund also reimburses the general fund for costs incurred and paid by general fund budgets, e.g., employee benefits, property and casualty insurance, financial and billing expenses, and other administrative and operational support costs. The Water Enterprise Fund budget is a self-supporting account. Water user fees and charges cover the entire cost of operations.

ARTICLE 21: SET THE ANNUAL DEPARTMENT REVOLVING FUND SPENDING LIMITS

To see if the Town will vote to fix the maximum amount that may be spent during fiscal year 2020 beginning on July 1, 2019 for the revolving funds established in the Town's General By-Laws for certain departments, boards, committees, agencies, or officers in accordance with Massachusetts General Laws Chapter 44, Section 53E½, or take any other action relative thereto.

Revolving Fund	Department, Board, Committee, Agency or Officer	FY2020 Spending Limit
Home Composting	Department of Public Works	$3,000
Immunization Program	Health and Human Services Department	$25,000
Memorial Park Activities	Memorial Park Trustees	$4,100
Needham Transportation	Health and Human Services Department	$60,000
Public Facility Use	Department of Public Works	$250,000
School Transportation	School Committee	$819,000
Traveling Meals	Health and Human Services Department	$75,000
Tree Replacement	Department of Public Works	$25,000
Water Conservation	Department of Public Works	$10,000
Youth Services Programs	Health and Human Services Department	$25,000
Aging Services Programs	Health and Human Services Department	$90,000

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The purpose of this article is to set the annual spending limit for the various revolving funds that are established by Town By-Law in accordance with MGL Chapter 44 Section 53E1 2. The law requires that the Town Meeting shall, on or before July 1 of each fiscal year, vote on the limit for each revolving fund established under this law the total amount that may be expended during the fiscal year. The law provides also that the limit on the amount that may be spent from a revolving fund may be increased with the approval of the Select Board and Finance Committee should the revolving activity exceed the spending limit, but only until the next Annual Town Meeting.

ARTICLE 22: APPROPRIATE TRANSPORTATION IMPROVEMENT FEES

To see if the Town will vote to appropriate funds from the Commonwealth Transportation Infrastructure Fund in the sum of $12,477.50 for the purpose of transportation infrastructure improvements, said sum to be spent under the direction of the Town Manager; or take any other action relative thereto.

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: Chapter 187 of the Acts of 2016 established a Commonwealth Transportation Infrastructure Fund. Each Transportation Network Company (such as Uber and Lyft) is assessed $0.20 per ride to fund transportation improvements. One-half of the amount received from the Fund is to be distributed proportionately to each city and town based on the number of rides that originated in that city or town. The distributed funds must be used to address the impact of transportation network services on municipal roads, bridges and other transportation infrastructure or any other public purpose substantially related to the operation of transportation network services in the city or town. Funding for Transportation Improvements in FY2020 will be allocated to bicycle safety initiatives, unless circumstances require otherwise.

ARTICLE 23: AUTHORIZATION TO EXPEND STATE FUNDS FOR PUBLIC WAYS

To see if the Town will vote to authorize the Town Manager to permanently construct, reconstruct, resurface, alter or make specific repairs upon all or portions of various Town ways and authorize the expenditure of funds received, provided or to be provided by the Commonwealth of Massachusetts through the Massachusetts Department of Transportation; or take any other action relative thereto.

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The Town receives funding from the Commonwealth of Massachusetts for road construction projects. Approval of Town Meeting is required in order for the Town to receive and expend the funds. The Massachusetts Department of Transportation (MassDOT) will distribute Chapter 90 funding only after it has been authorized by the Legislature and the Governor. The preliminary FY2020 Chapter 90 allocation for the Town is $920,152. Unless circumstances require otherwise, the FY2020 Chapter 90 allocation will be directed to the design of the second phase of the downtown design improvement project.

ZONING / LAND USE ARTICLES

ARTICLE 24: AMEND ZONING BY-LAW – ACCESSORY DWELLING UNIT

To see if the Town will vote to amend the Needham Zoning By-Law as follows:

1. Amend Section 1.3, Definitions, by adding the following term and definition in the appropriate alphabetical order:

   "Accessory Dwelling Unit (ADU) – An apartment in a single-family detached dwelling that is a second, self-contained dwelling unit and a complete, separate housekeeping unit containing provisions for living, sleeping, cooking and eating. This unit shall be subordinate in size to the principal dwelling unit on a lot and shall be constructed to maintain the appearance and essential character of the single-family dwelling."

2. Amend Section 3.2, Schedule of Use Regulations, Subsection 3.2.1, Uses in the Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, Apartment A-1, Apartment A-2, Apartment A-3, Institutional, Industrial and Industrial-1 Districts, by inserting immediately above the row that reads "Café or lecture room associated with a private school" a new entry, which shall read as follows:

"USE	RRC SRA	SRB	GR	A-1,2 & 3	I	IND	IND-1
Accessory Dwelling Unit (See 3.15)	SP	SP	SP	SP	SP	SP	SP"

3. Amend Section 3.2, Schedule of Use Regulations, Subsection 3.2.2, Uses in the Business, Chestnut Street Business, Center Business, Avery Square Business and Hillside Avenue Business Districts, by inserting immediately above the row that reads "Café or lecture room associated with a private school" a new entry, which shall read as follows:

"USE	B	CSB	CB	ASB	HAB
Accessory Dwelling Unit (See 3.15)	SP	N	N	SP	SP"

4. Amend Section 3.2.3, Uses in the Neighborhood Business District, Subsection 3.2.3.2, Uses Permitted by Special Permit, by inserting a new paragraph (c) that reads "Accessory Dwelling Unit under Section See 3.15" and by renumbering former paragraphs (c) thru (o) as (d) thru (p) respectively.

5. Amend Section 3, Use Regulations, by adding a new Section 3.15, Accessory Dwelling Units (ADUs), to read as follows:

   "3.15 Accessory Dwelling Units (ADUs)

   3.15.1 Intent

The intent and purpose of this section is to permit accessory dwelling units (ADUs) in single-family homes for occupancy by family and caregivers related to the owners of the property subject to the standards and procedures hereinafter set forth. It is also the intent to assure that the single-family character of the neighborhood will be maintained and that the accessory unit remains subordinate to the principal use of the living quarters.

3.15.2 Definition

The accessory dwelling unit (ADU) is an apartment in a second, self-contained dwelling unit as part of a single-family detached dwelling serving as a complete, separate housekeeping unit containing provisions for living, sleeping, cooking and eating. This unit shall be subordinate in size to the principal dwelling unit on a lot, constructed to maintain the appearance and essential character of the single-family dwelling.

3.15.3. Use Regulations

Such accessory dwelling unit (ADU) shall be permitted upon the issuance of a Special Permit by the Board of Appeals under the following use regulations:

(a) There shall be no more than one accessory dwelling unit on a lot to be located in the primary dwelling only, not in accessory buildings.

(b) At least one of the units, the primary or accessory dwelling unit, shall be owner-occupied except for temporary absences of the owner as provided herein. For the purposes of this section, the "owner" shall be one or more individuals who constitute a family, who hold title directly or indirectly to the dwelling, and for whom the dwelling is the primary residence. Temporary absence of an owner of a property containing an accessory dwelling unit shall include an absence for a period of nine months or less during which time the owner may rent the owner's unit as well as the second unit during the temporary absence provided:

(1) Written notice thereof shall be made to the Building Commissioner on a form prescribed by him.
(2) The owner shall be resident on the property for at least two years prior to and between such temporary absences.

(c) Occupancy of the unit that is not owner-occupied shall be limited to a member of the owner's family related by first degree of kinship, marriage or adoption or to a caregiver for a member of the owner's family. For purposes of this section "caregiver" shall be defined as an adult who regularly looks after an elderly, chronically sick or disabled person who requires such assistance.

(d) The size of the accessory dwelling unit shall be limited to 850 square feet of living space and shall have no more than one bedroom.

(e) Off-street parking shall be provided for residents of both units with a minimum of one parking space per dwelling unit.

(f) Adequate provisions for the proper disposal of sewage, waste, and drainage generated by the accessory dwelling unit shall be in accordance with Board of Health requirements.

(g) Compliance with the ingress and egress provisions of the Massachusetts State Building Code, applicable to accessory dwelling units, shall be required. To the extent possible, exterior

entrances and access ways shall not detract from the single-family appearance of the dwelling. Any new entrance shall be located on the side or in the rear of the building. Where there are two or more existing entrances on the front façade of a dwelling, if modifications are made to any entrance, the result shall be that one appears to be the principal entrance and the other appears to be secondary. An interior door way shall be provided between each living unit as a means of access for purposes of supervision and emergency response. All stairways to additional floors shall be enclosed within the exterior walls of the structure.

(h) The owner of record shall be responsible for submitting an accessory dwelling unit application to the Building Commissioner. Floor plans of the accessory unit and principal residence, along with a certified site plan, shall also be submitted with the application to the Building Commissioner. Appropriate fees as established and recorded shall be assessed for the initial application and each renewal of the occupancy permit as determined by the Building Commissioner.

(i) The installation of the accessory dwelling unit shall require the issuance of a building permit by the Building Commissioner.

(j) Occupancy of the accessory dwelling unit shall not take place without proof of the recorded Special Permit and an occupancy permit issued by the Building Commissioner. The initial occupancy permit shall remain in force for a period of three (3) years from the date of issue provided that ownership of the premises is not changed. Thereafter, permits may be issued by the Building Commissioner for succeeding three-year periods provided that the structure and use continue to comply with the relevant provisions of the State Building Code and Needham By-laws. Occupancy permits shall not be transferable upon a change in ownership or occupancy unless an owner's affidavit is presented to the Building Commissioner attesting to the fact that the circumstances under which the occupancy permit was granted shall continue to exist in the future.

(k) In the case that the accessory dwelling unit has violated the terms of the Special Permit or the lawful use of such unit has expired or been terminated, the Building Commissioner may, in addition to other remedies, order the removal of any one or more of the provisions that create a separate dwelling unit, such as living, sleeping, cooking and eating. Upon the close and approval of permits required to remove such components will return the property back to a lawful single-family dwelling."

Or take any other action relative thereto.

INSERTED BY: Planning Board
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: Article 24 establishes a special permit process to enable the Board of Appeals to permit accessory dwelling units (ADUs) in single-family homes for occupancy by family member(s) related to the owners of the property and caregivers of family members, subject to specified standards and procedures. It is also the intent of this zoning to assure that the single-family character of a neighborhood will be maintained and that the necessary accessory unit remains subordinate to the principal use of the living quarters. ADUs will be allowed in all zoning districts with the exception of the Chestnut Street Business District, Center Business District, Mixed-Use 128 District, Highland Commercial 128 District, and New England Business Center District. In these zoning districts single-family homes are not currently permitted.

Under Article 24, the accessory dwelling unit (ADU) is defined as an apartment that is a second, self-contained dwelling unit as part of a single-family detached dwelling serving as a complete, separate

housekeeping unit containing provisions for living, sleeping, cooking and eating. The ADU must be subordinate in size to the principal dwelling unit on a lot, and constructed to maintain the appearance and essential character of the single-family dwelling.

To accomplish this, the by-law restricts size, occupancy, and exterior conditions. In regards to size, the ADU is limited to one-bedroom and 850 square feet with no more than one ADU per lot. Additionally, the ADU must be located in the primary structure, not in an accessory building. In regard to occupancy, at least one of the units must be owner-occupied; and occupancy of the unit that is not owner-occupied is limited to a member of the owner's family related by first degree of kinship, marriage or adoption or by a caregiver for a member of the owner's family. Temporary absence of an owner of a property containing an accessory dwelling unit is permitted for a period of nine months or less during which time the owner may rent the owner's unit as well as the second unit during the temporary absence provided: 1) written notice is made to the Building Commissioner on a form prescribed by him. 2) the owner shall be resident on the property for at least two years prior to and between such temporary absences. With respect to exterior appearance, the by-law requires separate ingress and egress to the outside of each unit that do not detract from the single-family appearance of the dwelling. Any new entrance shall be located on the side or in the rear of the building. Where there are two or more existing entrances on the front façade of a dwelling, if modifications are made to any entrance, the result shall be that one appears to be the principal entrance and the other appears to be secondary. Moreover, all stairways must be enclosed within the exterior walls of the structure. An interior doorway is also required for access between each unit for purposes of supervision and emergencies. There must also be sufficient off-street parking, defined as a minimum of one space per unit.

Applications to create an ADU must be submitted to the Building Commissioner with floor plans and a certified site plan. Beyond the special permit from the Board of Appeals, building and occupancy permit approvals are required from the Building Commissioner. All units must be in compliance with Board of Health and State Building Code regulations.

The occupancy permit will be provided for a three-year period after which succeeding three-year periods will be allowed assuming continued compliance with zoning requirements. The occupancy permits will not be transferable upon a change of ownership or occupancy unless an affidavit affirming continuing compliance with the conditions of the occupancy permit is received and approved by the Building Commissioner. In the case of violations of the terms of the special permit or the expiration of the lawful use of the ADU, the Building Commissioner may, in addition to other remedies, order the removal of any one or more of the components that create a separate dwelling unit such as living, sleeping, cooking and eating, returning the unit to a lawful single-family dwelling.

ARTICLE 25: AMEND ZONING BY-LAW – DIMENSIONAL AND USE REGULATIONS FOR THE TRANSIT ORIENTED DEVELOPMENT SUB-DISTRICT OF THE LOWER CHESTNUT STREET OVERLAY DISTRICT

To see if the Town will vote to amend the Needham Zoning By-Law as follows:

1. Amend Section 3.9.3.2, Special Permit Uses, by adding the following language: "(e) Within the Transit Oriented Development Sub-District ("TODD"), Multi-Family Dwelling development with dwelling units on the ground floor provided:

   (1) No development shall contain more than 150 units.

   (2) No unit shall have more than 2 bedrooms.

   (3) At least 50% of the units within any development shall be one-bedroom units."

2. By adding to the end of Section 3.9.4.1, Lot Area, Frontage and Setback Requirements, the following language:

"The following lot area, frontage, and setback requirements shall apply only to development in the TODD of the Lower Chestnut Street Overlay District:

(a) Minimum Lot Area: 15,000 square feet.

(b) Minimum Lot Frontage: 50 feet.

(c) Minimum Front Setback: The lesser of 5 feet from the front property line or the average setback of abutting buildings within 100 feet on the same side of the street as the proposed development.

(d) Maximum Front Setback. 150 feet from the front property line.

(e) Minimum Side and Rear Setback for Non-Multi-Family Dwelling-Only Developments:

(1) For lots abutting a residential district, fifty (50) feet from the lot line abutting the residential district; for all other lots, no minimum yard setback shall apply. Where side and rear yard setbacks of fifty (50) feet are required, the twenty-five (25) feet closest to the district boundary and all other requirements of Sections 4.4.8.2 and 4.4.8.5 shall apply. The remaining twenty-five (25) feet may be used for an accessory use, not including a building or structure. By special permit from the Planning Board, however, an underground parking structure may be permitted within the fifty (50) foot side and rear yard setbacks provided that the garage structure shall be located entirely below the grade of the existing lot and set back at least ten (10) feet from the district boundary or ten (10) feet from the lot line, whichever is greater, and the twenty-five (25) feet closest to the district boundary shall be suitably landscaped over the surface of the garage structure in accordance with Section 4.4.8.5.

(2) For lots adjacent to the MBTA right-of-way, there shall be a minimum yard setback of twenty-five (25) feet from the lot line abutting the MBTA right-of-way, and the first ten (10) feet of the setback shall be suitably landscaped and not used for any other purpose, including an accessory use, except that within said ten (10) feet the Planning Board may grant a special permit for surface parking, provided that the parking area is suitably landscaped. The remaining fifteen (15) feet may be used for an accessory use, not including a building or structure, except that within said fifteen (15) feet an underground parking structure is permitted if located entirely below the grade of the existing lot.

(f) Multi-Family Dwelling-Only Development – Minimum Side and Rear Setback:

(1) For Multi-Family Dwelling-only development on lots abutting a residential district, five (5) feet from the lot line abutting the residential district; for all other lots, no minimum yard setback shall apply.

(2) For Multi-Family Dwelling-only development on lots adjacent to the MBTA right-of-way, there shall be a minimum yard setback of five (5) feet from the lot line abutting the MBTA right-of-way, which area shall be suitably landscaped and not used for any other purpose."

3. By adding to the end of Section 3.9.4.2, Building Height Requirements, the following language:

"The maximum building height in the TODD of Lower Chestnut Street Overlay District shall be two and one-half stories and thirty-five feet as of right. For lots having the required minimum frontage on Chestnut Street, the Planning Board may grant a Special Permit for a maximum building height of

five (5) stories and sixty (60) feet, provided that the fifth story is located under a pitched roof or recessed from the face of the building, as shown in the Design Guidelines under Section 3.9.8 below.

Buildings in the TODD of the Lower Chestnut Street Overlay District shall not be further subject to the maximum height regulations of the underlying district, as contained in Section 4.4.3."

4. Amend Section 3.9.4.3, Building Bulk and Other Requirements, by adding at the end of the section the following language: "The provisions of subsection (b) (2) shall not apply to development within the TODD of the Lower Chestnut Street Overlay District".

5. Amend Section 3.9.5, Off-Street Parking, by:

   Adding a new subsection (a) (3), which shall read as follows:

   "(a)(3) For dwelling units in a Multi-Family Dwelling-only development within the TODD, the minimum number of off-street parking spaces shall be 1.25 spaces per dwelling unit."; and

   Adding a new subsection Section 3.9.5(c), which shall read as follows:

   "Within the TODD, in addition to the requirement for bicycle racks under Section 5.1.3(n) for a mixed use building, mixed-use development, or a Multi-Family Dwelling-only development, bicycle racks facilitating locking shall be provided to accommodate one bicycle for every two (2) dwelling units."

6. By adding a new Section 3.9.6.1, Affordable Housing in the TODD, which shall read as follows:

   "Within the TODD, mixed-use buildings, mixed-use developments, and Multi-Family Dwelling-only developments with six or more dwelling units shall include affordable housing units as defined in Section 1.3 of the By-Law. The following requirements shall apply to a development that includes affordable units:

   (a) The floor area of the affordable units shall not be counted for purposes of determining the maximum floor area permitted under Section 3.9.4.3.

   (b) At least twelve and one-half percent (12.5%) shall be affordable units. In the instance of a fraction, the fraction shall be rounded to the nearest whole number.

   (c) All other requirements of Section 3.8.6 subparagraphs (c) thru (h) shall apply."

7. By adding a new Section 3.9.9, Drive Aisle Requirements in the TODD, which shall read as follows:

   "Notwithstanding the provisions of Section 5.1.3(i), within the TODD of the Lower Chestnut Street Overlay District, the minimum width of aisles within parking areas providing access to parking spaces for one-way traffic for a Multi-Family-only Dwelling shall be 20 feet, with a 25-foot turning radius throughout in order to accommodate fire truck movements."

Or take any other action relative thereto.

INSERTED BY: Planning Board
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

Article Information: Articles 25 - 27 represent a package of proposed zoning by-law amendments that stem from more than two years of work by the Planning Board. The articles seek to secure implementation of the Needham Center Development Plan dated March 30, 2009, by enabling the development of housing at a location proximate to transit at the Needham Junction MBTA Commuter Rail Station and within walking distance to Needham Center and the Chestnut Street businesses. Article 25 proposes the creation of a new Transit Oriented Development Sub-District (TODD) within the Lower Chestnut Street Overlay District and lays out the regulatory framework for the new sub-district. Article

27 describes the geographical boundaries of the TODD. The affected area comprises 433 Chestnut Street and the land located directly to the south and the west of 433 Chestnut Street, owned by the MBTA and shown as Parcel 2 on a plan entitled "Re-zoning Plan of Land", prepared by Beals and Thomas, dated April 3, 2018. The land located at 433 Chestnut Street is currently located in the Chestnut Street Business District and the Lower Chestnut Street Overlay District. The land located directly to the south and the west of 433 Chestnut Street and owned by the MBTA, is currently located within the Single Residence B zoning district. This latter parcel is proposed to be rezoned to the Chestnut Street Business District and the Lower Chestnut Street Overlay District under Article 26 so that the TODD provisions may be extended to that location. The planning goals for the sub-district and its key provisions are summarized below.

The rezoning seeks to allow a multi-family housing development of up to 150 units to be developed at 433 Chestnut Street and on the adjacent MBTA property. This gateway location at the southern end of Chestnut Street is challenged by the train tracks that surround the site, limited frontage and a difficult site configuration. These challenges have limited the desirability of the property to be utilized for retail development (due to a lack of visibility), condominium development (due to the adjacencies of the rail tracks and the Eversource electric transmission facility to the south), or an active commercial user other than the existing landscape business, which is a benefit to the Town, but which does not provide any benefit to the streetscape or activation for adjacent businesses. The Town's current zoning contributes to these problems further by posing use and dimensional barriers to redevelopment. Specifically, the existing zoning allows for multi-family development in the Chestnut Street Overlay District, but requires an increased frontage, limits height to 4 stories, and requires ground floor retail uses, which are all challenges for development at this location. Additionally, the existing zoning establishes minimum side and rear yard setback standards from residential district boundaries and the MBTA right-of-way which are inappropriate at a site where the proposed use is exclusively residential and does not include a commercial component.

The proposed TODD is designed to address these development constraints by placing supplemental provisions on top of those which already exist in the Lower Chestnut Street Overlay District thereby creating additional opportunities for development at the subject location. The TODD's key provisions are summarized below.

<u>Permitted Uses</u>
Uses allowed as-of-right and by special permit in the Lower Chestnut Street Overlay District are also allowed as-of-right or by special permit in the TODD of the Lower Chestnut Street Overlay District. In addition, development of multi-family units at grade is permitted in the TODD by special permit provided: no development shall contain more than 150 units; no unit shall have more than 2 bedrooms; and at least 50% of the units within any development shall be one-bedroom units. Current zoning in the Lower Chestnut Street Overlay District allows multi-family development by special permit but requires commercial use at the ground floor level.

<u>Lot Area and Frontage</u>
The Lower Chestnut Street Overlay District still requires a minimum lot area of 15,000 sq. ft. and lot frontage of 100 feet. The TODD of the Lower Chestnut Street Overlay District requires a minimum lot area of 15,000 sq. ft. but reduces lot frontage to 50 feet. The frontage requirement in the TODD has been reduced to 50 feet as the subject development site (due to the railroad tracks that surround the site) has less than 100 feet of frontage on Chestnut Street.

Minimum Front Setback

The minimum front yard setback in both the TODD of the Lower Chestnut Street Overlay District and the Lower Chestnut Street Overlay District is the lesser of 5 feet from the property line or the average setback of abutting buildings within 100 feet on the same side of the street as the development.

Maximum Front Setback

The Lower Chestnut Street Overlay District requires a maximum front yard setback of 15 feet from the front property line. This was imposed in an effort to establish a strong building line along the street edge of Chestnut Street. The TODD of the Lower Chestnut Street Overlay District establishes a maximum front yard setback of 150 feet from the front property line due to the shape of the affected parcel and its limited frontage at Chestnut Street.

Minimum Side and Rear Setbacks

In the TODD of the Lower Chestnut Street Overlay District a reduction in the minimum side and rear yard setback from the lot line abutting the MBTA (25 feet reduced to 5 feet) is afforded for multi-family development only, with the 5 foot area to be suitably landscaped and not used for any other purpose. For all other development in the TODD the rules of the Lower Chestnut Street Overlay District apply as follows. For lots adjacent to the MBTA right-of-way, the minimum yard setback is 25 feet from the lot line abutting the MBTA right-of-way. The 10 feet of the setback closest to the MBTA right-of-way must be suitably landscaped and not used for any other purpose except surface parking, if approved by special permit from the Planning Board. The remaining 15 feet may be used for an accessory use, not including a building or structure, but an underground parking structure would be allowed if located entirely below the grade of the existing lot.

In the TODD of the Lower Chestnut Street Overlay District a reduction in the minimum side and rear yard setback from the lot line abutting a residential district (50 feet reduced to 5 feet) is afforded for multi-family development only with the 5 foot area to be suitably landscaped and not used for any other purpose. For all other development in the TODD the rules of the Lower Chestnut Street Overlay District apply as follows. For lots abutting a residential district, the minimum yard setback is 50 feet from the district boundary. The 25 feet closest to the district boundary must be suitably landscaped and not used for any other purpose. By special permit from the Planning Board, however, an underground parking structure may be permitted within the 50 foot setback provided the garage structure is located entirely below the grade of the existing lot and is set back at least ten 10 feet from the district boundary or 10 feet from the lot line, whichever is greater. The 25 feet closest to the district boundary must be suitably landscaped over the surface of the garage structure.

Building Height Requirements

In the TODD of the Lower Chestnut Street Overlay District the maximum by right building height remains unchanged from that of the Lower Chestnut Street Overlay District at two and one-half stories and thirty-five feet. For lots in the TODD having the required minimum frontage of 50 feet on Chestnut Street, the Planning Board may grant a Special Permit for a maximum building height of 5 stories and 60 feet, provided that the fifth story is located under a pitched roof or is recessed from the face of the building. Current zoning for the Lower Chestnut Street Overlay District authorizes by special permit a maximum building height of 4 stories and 48 feet for lots having 100 feet of frontage on Chestnut Street.

Building Bulk and Other Requirements

The maximum as-of-right Floor Area Ratio (FAR) in both the TODD of the Lower Chestnut Street Overlay District and the Lower Chestnut Street Overlay District is 0.7. For lots with conforming frontage (50 ft. in the case of the TODD and 100 ft. in the case of the Overlay) on Chestnut Street, the Planning Board has the authority to grant special permits for an increase in the maximum FAR to 1.5 or 2.0. In the case of the Lower Chestnut Street Overlay District the increase in the maximum FAR is subject to the same two-tier standards that apply in the Needham Center Overlay District. In the case of the TODD of

the Lower Chestnut Street Overlay District an exception to the two-tier standard is afforded so to permit waivers of minimum parking requirements and payment of the in lieu off-street parking fee.

Off-Street Parking
For dwelling units in a multi-family dwelling-only development within the TODD of the Lower Chestnut Street Overlay District, the minimum number of off-street parking spaces is 1.25 spaces per dwelling unit. For dwelling units in a mixed-use building in the Lower Chestnut Street Overlay District, the minimum number of off-street parking spaces is 1.5 spaces per dwelling unit.

Affordable Housing
The TODD of the Lower Chestnut Street Overlay District requires affordable housing in larger mixed-use development and multi-family dwelling-only development, i.e., those with six or more dwelling units. At least one affordable unit is required for a development with six to eight units. For a development with nine or more units, at least 12.5 percent must be affordable. In the instance of a fraction, the fraction shall be rounded up to the nearest whole number. Floor area devoted to affordable housing is exempt from the total floor area used to calculate maximum FAR. This represents an increase from the affordable housing requirement presently in place for the Lower Chestnut Street Overlay District where for developments with six or more dwelling units 10 percent of total units are required to be affordable.

ARTICLE 26: AMEND ZONING BY-LAW – MAP CHANGE TO CHESTNUT STREET BUSINESS DISTRICT AND LOWER CHESTNUT STREET OVERLAY DISTRICT

To see if the Town will vote to amend the Needham Zoning By-Law by amending the Zoning Map as follows:

(a) Place in the Chestnut Street Business District a portion of land now zoned Single Residence B and located in the Massachusetts Bay Transit Authority (MBTA) right-of-way directly to the south and the west of land shown on Registry Plan No. 30 of 1955, Book 3333 Page 350, said description being as follows:

A certain parcel of land situated in the Commonwealth of Massachusetts, County of Norfolk, Town of Needham, being a portion of property owned by the Massachusetts Bay Transportation Authority and located westerly of Chestnut Street and being shown as PARCEL 2 on a plan entitled "RE-ZONING PLAN OF LAND IN NEEDHAM, MA (NORFOLK COUNTY)…" dated April 3, 2018, prepared by Beals and Thomas, Inc., being more particularly bounded and described as follows: Beginning at a point at the most southwesterly corner of Parcel 2 opposite station 481+69.94 of the monumented railroad base line of the Charles River Branch as shown on said plan thence running; NORTHEASTERLY by a curve having a radius of 2900.93 feet and a distance of 500.56 feet to a point at the northwesterly corner of land now or formerly of Castanea Dentata, LLC, thence turning and running; S 65° 51' 32" E 110.10 feet to a point, thence turning and running; S 28° 33' 01" E 136.06 feet to a point, said last two courses being by land now or formerly of Castanea Dentata, LLC, thence turning and running; SOUTHWESTERLY by a curve having a radius of 2900.13 feet and a distance of 491.57 feet to the point of beginning. Containing 53,681 square feet more or less.

(b) Place in the Lower Chestnut Street Overlay District a portion of land now zoned Single Residence B and located in the Massachusetts Bay Transit Authority (MBTA) right-of-way directly to the south and the west of land shown on Registry Plan No. 30 of 1955, Book 3333 Page 350, superimposing said district over the Chestnut Street Business District as noted above, said description being as follows:

A certain parcel of land situated in the Commonwealth of Massachusetts, County of Norfolk, Town of Needham, being a portion of property owned by the Massachusetts Bay Transportation Authority and located westerly of Chestnut Street and being shown as PARCEL 2 on a plan entitled "RE-ZONING PLAN OF LAND IN NEEDHAM, MA (NORFOLK COUNTY)..." dated April 3, 2018, prepared by Beals and Thomas, Inc., being more particularly bounded and described as follows: Beginning at a point at the most southwesterly corner of Parcel 2 opposite station 481+69.94 of the monumented railroad base line of the Charles River Branch as shown on said plan thence running; NORTHEASTERLY by a curve having a radius of 2900.93 feet and a distance of 500.56 feet to a point at the northwesterly corner of land now or formerly of Castanea Dentata, LLC, thence turning and running; S 65° 51' 32" E 110.10 feet to a point, thence turning and running; S 28° 33' 01" E 136.06 feet to a point, said last two courses being by land now or formerly of Castanea Dentata, LLC, thence turning and running; SOUTHWESTERLY by a curve having a radius of 2900.13 feet and a distance of 491.57 feet to the point of beginning. Containing 53,681 square feet more or less.

Or take any other action relative thereto.

INSERTED BY: Planning Board
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: Article 26 describes the geographical area located directly to the south and the west of 433 Chestnut Street proposed to be placed in the Chestnut Street Business District and the Lower Chestnut Street Overlay District. The affected area comprises land located directly to the south and the west of 433 Chestnut Street, owned by the MBTA and shown as Parcel 2 on a plan entitled "Re-zoning Plan of Land", prepared by Beals and Thomas, dated April 3, 2018. The land is currently located within the Single Residence B zoning district.

ARTICLE 27: AMEND ZONING BY-LAW – MAP CHANGE TO TRANSIT ORIENTED DEVELOPMENT SUB-DISTRICT OF LOWER CHESTNUT STREET OVERLAY DISTRICT

To see if the Town will vote to amend the Needham Zoning By-Law by amending the Zoning Map as follows:

a) Place in the Lower Chestnut Street Overlay District as the Transit Oriented Development Sub-District all land now zoned Chestnut Street Business District and Lower Chestnut Street Overlay District and depicted on Registry Plan No. 30 of 1955, Book 3333 Page 350, superimposing said sub-district over the Chestnut Street Overlay District, said description being as follows:

A certain parcel of land situated in the Commonwealth of Massachusetts, County of Norfolk, Town of Needham, being of property now or formally owned by Joseph and Giselda Cucci more particularly bounded and described as follows: Beginning at a point on the most southwesterly corner opposite station 476+75.57 of the monumented railroad base line as shown on said plan; thence running NORTHEASTERLY by a curve having a radius of 2900.93 feet and a distance of 374.84 feet to a point on the northwesterly corner of land now or formerly of MBTA Right of Way; thence turning and running SOUTHEASTERLY by a curve having a radius of 478.68 feet and a distance of 487.77 feet to a point on the westerly side of the Chestnut Street Right of Way; thence turning and running in the SOUTHERLY direction along the Chestnut Street Right of Way a distance of 44.5 feet to a point on the MBTA Right of Way; thence turning and running in the WESTERLY direction along said MBTA Right of Way a distance of 228.81 feet to a point; thence turning and continuing in the

WESTERLY direction along said Right of Way a distance of 108.53 feet to a point; thence turning and running in the NORTHERLY direction along said Right of Way a distance of 136.06 feet to a point; thence turning and running in the WESTERLY direction a distance of 110.10 feet to the point of beginning. Containing 100,470 square feet more or less.

(b) Place in the Lower Chestnut Street Overlay District as the Transit Oriented Development Sub-District all land now zoned Chestnut Street Business District and Lower Chestnut Street Overlay District and located in the Massachusetts Bay Transit Authority (MBTA) right-of-way directly to the south and the west of land shown on Registry Plan No. 30 of 1955, Book 3333 Page 350, superimposing said sub-district over the Chestnut Street Overlay District, said description being as follows:

A certain parcel of land situated in the Commonwealth of Massachusetts, County of Norfolk, Town of Needham, being a portion of property owned by the Massachusetts Bay Transportation Authority and located westerly of Chestnut Street and being shown as PARCEL 2 on a plan entitled "RE-ZONING PLAN OF LAND IN NEEDHAM, MA (NORFOLK COUNTY)..." dated April 3, 2018, prepared by Beals and Thomas, Inc., being more particularly bounded and described as follows: Beginning at a point at the most southwesterly corner of Parcel 2 opposite station 481+69.94 of the monumented railroad base line of the Charles River Branch as shown on said plan thence running; NORTHEASTERLY by a curve having a radius of 2900.93 feet and a distance of 500.56 feet to a point at the northwesterly corner of land now or formerly of Castanea Dentata, LLC, thence turning and running; S 65° 51' 32" E 110.10 feet to a point, thence turning and running; S 28° 33' 01" E 136.06 feet to a point, said last two courses being by land now or formerly of Castanea Dentata, LLC, thence turning and running; SOUTHWESTERLY by a curve having a radius of 2900.13 feet and a distance of 491.57 feet to the point of beginning. Containing 53,681 square feet more or less.

Or take any other action relative thereto.

INSERTED BY: Planning Board
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: Article 27 describes the geographical area proposed to be placed in the Transit Oriented Development Sub-District of the Lower Chestnut Street Overlay District. The affected area comprises 433 Chestnut Street and the land located directly to the south and the west of 433 Chestnut Street, owned by the MBTA and shown as Parcel 2 on a plan entitled "Re-zoning Plan of Land", prepared by Beals and Thomas, dated April 3, 2018. The subject land located at 433 Chestnut Street is currently located in the Chestnut Street Business District and the Lower Chestnut Street Overlay District. The subject land located directly to the south and the west of 433 Chestnut and owned by the MBTA is currently located within the Single Residence B zoning district. This later parcel is proposed to be rezoned to the Chestnut Street Business District and the Lower Chestnut Street Overlay District under Article 26 above.

ARTICLE 28: AMEND ZONING BY-LAW – SELF STORAGE FACILITIES IN MIXED USE-128 DISTRICT

To see if the Town will vote to amend the Zoning By-Law as follows:

1. In Section 1.3 Definitions, by adding the following after the existing definition of "Retaining Wall" and before the existing definition of "Setback":

"Self-Storage Facility – a climate-controlled facility constructed and configured to allow access to individuals or businesses who will lease individually self-contained units of the facility for the storage of personal or business possessions, excluding the storage of flammable liquids, gas or explosives."

2. Section 3.2.6 Uses in the Mixed-Use-128 District, by adding a new subsection (m) to subsection 3.2.6.2 Uses Permitted By Special Permit, to read as follows:

   "(m) Self-Storage Facility."

3. Section 5.1.2 Required Parking, by adding a new subsection (21), to read as follows:

"(21) Self-Storage Facility	One space per 10,000 square feet of floor area, plus one space per full-time employee"

INSERTED BY: Michael Suprenant, et. al.
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: This article submitted by citizens' petition would amend the Zoning By-Law to allow self-service storage facilities in the Mixed Use 128 District.

A commercial redevelopment which would include self-storage spaces is currently proposed for 77 Charles Street, but the self-storage use is not allowed under the current By-Law as applied.

The petition would add a definition of "self-storage facility" to the Zoning By-Law, and to allow the Planning Board to authorize that use in the MU-128 district by special permit.

The language would provide for businesses and individuals to store property, other than flammable and explosive materials, in individual storage units within a climate-controlled facility. There would be a parking requirement for the facility of one space per 10,000 square feet of floor area, plus one space per full-time employee.

The Planning Board has scheduled a public hearing on this proposed amendment for April 2, 2019, and will thereafter report its recommendation to Town Meeting.

COMMUNITY PRESERVATION ACT ARTICLES

ARTICLE 29: APPROPRIATE FOR FIRST BAPTIST CHURCH PORCH PRESERVATION

To see if the Town will vote to raise and/or transfer and appropriate the sum of $799,040 for the First Baptist Church Porch Preservation, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be raised from CPA Fund Receipts; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: The First Baptist Church has requested funding for the first of a multi-phase project to restore and preserve the 1856 building. The funding would support the restoration of the front porch – a prominent and identifying feature of the First Baptist Church. The restoration would include

doors, columns, and decorative and architectural elements and detailing. The project also includes the restoration of the Church's historic clock and bell system.

ARTICLE 30: APPROPRIATE FOR MODERNIZATION AND REDEVELOPMENT OF AFFORDABLE HOUSING

To see if the Town will vote to raise and/or transfer and appropriate the sum of $150,000 to hire a consultant for a modernization and redevelopment of affordable housing, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from the Community Housing Reserve; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: The Needham Housing Authority has requested funding for a consultant to develop the architectural, engineering, survey, financial modeling, legal and related documents necessary for the Authority to obtain State and Federal funding for major modernization projects.

ARTICLE 31: APPROPRIATE FOR FISHER STREET TRAILHEAD DESIGN

To see if the Town will vote to raise and/or transfer and appropriate the sum of $15,000 for the Fisher Street Trailhead design, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from the FY2019 CPA General Reserve; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: The requested funding will support the design of a trailhead for the 1.3 mile Needham Rail Trail that runs from the Charles River to the Town Forest at High Rock Street. The proposed trailhead includes a driveway, parking area, wood rail fence guardrail, landscaping, benches, signage, and interpretive elements. The addition of parking and associated amenities will increase and improve public access to this recreational asset.

ARTICLE 32: APPROPRIATE FOR TOWN COMMON RENOVATION DESIGN

To see if the Town will vote to raise and/or transfer and appropriate the sum of $117,000 for the Town Common renovation design, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from the FY2019 CPA General Reserve; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: The Town Common Renovation Project includes the green space and hardscape area of the Common, and is proposed to maximize the current use of space, complement Town Hall, enhance the "blue tree," and integrate with the new streetscape improvements. The project includes sod,

trees, plantings, low maintenance hardscape materials, and improved accessibility. Pathways and landscaping will be adjusted for improved functionality, and electrical and sound capacity will be installed to accommodate community events. This article would fund the final design of the project.

ARTICLE 33: APPROPRIATE FOR ROSEMARY LAKE TRAIL PROJECT

To see if the Town will vote to raise and/or transfer and appropriate the sum of $200,000 for the Rosemary Lake Trail project, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from the FY2019 General Fund Reserve; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: The Rosemary Lake Trail Project includes improvements to lake access and trails. The funding would allow the Town to replace the more than 30 year old dock at Rosemary Lake with one that can be used for canoes, kayaks, and paddle boats. In addition, on the camp property side of the Lake, a picnic pavilion will be installed after the existing buildings are demolished to make the trail more attractive and useful to the public.

ARTICLE 34: APPROPRIATE FOR CRICKET FIELD RENOVATIONS

To see if the Town will vote to raise and/or transfer and appropriate the sum of $480,000 for Cricket Field renovations, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from CPA Free Cash; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: The purpose of this project is to improve the functionality of Cricket Field. The field does not have a fully-functioning irrigation system, and the grading on the site is inconsistent and leads to localized draining issues. As part of the project, all turf will be stripped and top soil will be removed. The field will be regraded and the soil will be amended to allow for improved drainage. A new irrigation system will be installed and the field will be sodded.

ARTICLE 35: APPROPRIATE FOR PLAYGROUND IMPROVEMENTS

To see if the Town will vote to raise and/or transfer and appropriate the sum of $350,000 for playground improvements, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from the FY2019 CPA General Reserve; or take any other action relative thereto.

INSERTED BY: Community Preservation Committee
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: This article is part of the Park & Recreation Commission's overall plan to improve playgrounds through the Town. This funding would add handicap accessible features at

Greene's Field and Cricket Field, and begin the addition of poured-in-place pathways at other playgrounds.

ARTICLE 36: APPROPRIATE TO COMMUNITY PRESERVATION FUND

To see if the Town will vote to hear and act on the report of the Community Preservation Committee; and to see if the Town will vote to appropriate a sum pursuant to Massachusetts General Law Chapter 44B from the estimated FY2020 Community Preservation Fund revenues, or to set aside certain amounts for future appropriation, to be spent under the direction of the Town Manager, as follows:

Appropriations:

A. Administrative and Operating Expenses of the Community Preservation Committee	$82,000

Reserves:

B. Community Preservation Fund Annual Reserve	$945,546
C. Community Housing Reserve	$312,071
D. Historic Resources Reserve	$0
E. Open Space Reserve	$312,071

or take any other action relative thereto.

INSERTED BY: Community Preservation Committee
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: Town Meeting and voters approved the Community Preservation Act in 2004. The Fund receives monies through a 2.0% surcharge on local real estate property tax bills with certain exemptions. Adoption of the Act makes the Town eligible to receive additional monies on an annual basis from the Massachusetts Community Preservation Fund. Any expenditure from the Community Preservation Fund must be both recommended by the Community Preservation Committee (CPC) and approved by Town Meeting. The law requires that at least 10% of the revenue be appropriated or reserved for future appropriation for each of the following purposes: community housing, historic preservation and open space. The Town traditionally sets aside 11% to account for any changes to the revenue estimate or State match that may occur during the year. Up to 5% of the annual revenue estimate may be utilized for the administrative and operational expenses of the Community Preservation Committee. At the end of the fiscal year, unspent administrative funds return to the CPA Annual Reserve.

CAPITAL ARTICLES

ARTICLE 37: APPROPRIATE FOR GENERAL FUND CASH CAPITAL

To see if the Town will vote to raise and/or transfer and appropriate the sum of $6,907,752 for General Fund Cash Capital, to be spent under the direction of the Town Manager, and to meet this appropriation that $6,788,252 be transferred from Free Cash; that $9,500 be transferred from Article 42 of the 2013 Annual Town Meeting for the DPW Boiler Replacement Design, that $10,000 be transferred from Article 39 of the 2015 Annual Town Meeting for the High School Locker Reconfiguration & Addition, and that $100,000 be transferred from Article 4 of the 2017 May Special Town Meeting for the DPW Boiler

Replacement Design, Energy Efficiency Upgrade Improvements, and the High School Locker Reconfiguration & Addition, or take any other action relative thereto.

Group	Description	Recommended	Amendment
Community Services	Center at the Heights Computer Lab	$50,000	
Community Services	Library Furniture Replacement	$112,960	
DPW	DPW Boiler Replacement 470 Dedham Avenue	$50,000	
DPW	Public Works Infrastructure Program	$2,169,550	
DPW	Specialty Equipment - Tractor	$68,000	
DPW	Traffic Improvements	$50,000	
DPW	Transfer Station Property Improvements	$295,000	
General Government	Town Multi-Function Printer Devices	$35,600	
General Government	Town Offices Replacement Furniture	$25,000	
Multiple	Building Management System Upgrade	$392,000	
Multiple	Fleet Replacement Program	$1,270,648	
Public Safety	Personal Protective Equipment	$43,424	
Public Safety	Police and Fire Mobile and Portable Radios	$617,550	
Public Safety	Public Safety Desktops, Printers and Peripherals	$200,000	
Public Safety	Public Safety Mobile Devices	$35,000	
Public Schools	Energy Efficiency Upgrade Improvements	$57,000	
Public Schools	High School Locker Reconfiguration & Addition	$50,000	
Public Schools	Mitchell School Restroom Upgrades	$67,000	
Public Schools	Newman Preschool Playground Custom Shade Shelter	$69,200	
Public Schools	Newman School Gym Floor	$275,000	
Public Schools	Pollard School Blue & Green Gym Score Boards	$30,000	
Public Schools	School Furniture & Equipment	$35,000	

Group	Description	Recommended	Amendment
Public Schools	School Master Plan Supplement	$125,000	
Public Schools	School Photocopier Replacement	$52,470	
Public Schools	School Technology Replacement	$632,350	
Public Schools	Facility Assessment for Sustainable Building Management (Broadmeadow & Eliot)	$100,000	
		$6,907,752	

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information:

Center at The Heights Computer Lab
The purpose of this request is to replace the hardware and upgrade software associated with the Center at The Heights (CATH) Computer Lab. This will include desktops, laptops, servers, switches, firewall, and software upgrades. New models will take advantage of upgraded operating systems and faster processers to better serve the users of the Computer Lab.

Library Furniture
This request is for the second year of a four-year plan to replace library furniture. The Library has been open to the public for more than twelve years, and, due to heavy use, the furniture is beginning to show wear and tear. This request is to replace the community room audience stackable chairs.

DPW Boiler Replacement Design/470 Dedham Avenue
This funding will support design of the replacement of the DPW 470 Dedham Avenue boiler with two high efficiency condensing boilers. The increase to two boilers is based on both the need for redundancy in the heating season and the desire to improve energy efficiency. The boiler at the DPW was installed in 1961 and is past its useful life. This project may be eligible for energy efficiency rebates to offset the cost of buying a more efficient model. The project includes the upgrade of heat piping throughout the building with the assumption that the building will need to remain in use for the foreseeable future.

Public Works Infrastructure Program
The Public Works Infrastructure Program allows the Department of Public Works to make improvements and repairs to Town infrastructure, including but not limited to roads, bridges, sidewalks, intersections, drains, brooks, and culverts. This program consists of multiple categories, each with their own sub-projects. This year's request includes funding for street resurfacing, the sidewalk program, bridge repairs, storm drain capacity improvements and storm drain system repairs.

Street Resurfacing
The Town has 279 lane miles of accepted road that require maintenance. The average lifecycle of a road is 15 to 20 years. Specialized surface treatments can be applied within this period of time to sustain or extend the lifecycle of the roadway based on usage. The Town targets 17 lane miles of road per year in order to resurface roads before they reach the end of their lifecycle. These roads are prioritized based on a pavement condition index (PCI). The Town targets roads with a PCI of less

than 70 for resurfacing and specialized treatment, and less than 60 for repair and renovation. The primary strategy of this program is asphalt paving and incidental work, including asphalt berm curb, new grass shoulders, corner reconstruction including handicapped ramps, minor drainage improvements, street sign replacement, traffic markings, and signs. Target funding for street resurfacing in FY2020 is $924,550.

Roadway Reconstruction
The Town evaluates the sight distance, drainage, handicap ramps, sidewalks, subsurface utilities, public utility poles and overhead utilities of all roads. The physical condition of roads to be considered for full reconstruction includes shape, foundation and traffic volume. This is a multi-year process requiring surveying, designing, utility evaluation and construction. Some of the roads that may be targeted for full reconstruction in the future include: Marked Tree Road, Nehoiden Street, Kingsbury Street, sections of Central Avenue, and Webster Street from Dedham Avenue to South Street. No funding is allocated to the Roadway Reconstruction category in FY2020.

Guardrail
Many of the Town's guardrails are noncompliant and the DPW is preparing a plan to systematically upgrade existing guardrails to make them both compliant and aesthetically pleasing. No funding is proposed for this category in FY2020.

Sidewalk Program
This Program funds improvements to the network of sidewalks throughout the community. There are over 160 miles of accepted sidewalks in Needham. Over half of the Town's sidewalks do not comply with current standards and require significant improvements, including the installation of handicapped ramps. Sidewalk improvements must comply with Federal and State laws and construction standards. Target funding for the sidewalk program in FY2020 is $512,500.

Traffic Signal & Intersection Improvements
This Program will fund traffic signal improvements, intersection improvements, and new traffic signal installations where none currently exist. In FY2020, the DPW will evaluate intersection prioritization for future projects.

Bridge Repairs
Surrounded on three sides by the Charles River, the Town jointly maintains a number of bridges with neighboring communities. The Massachusetts Bridge Inspection Program has identified a number of bridges that have some level of deficiency and has recommended repairs. Target funding for bridge repair in FY2020 is $100,000 (Newell's Bridge on Central Avenue into Dover – Design).

Storm Drain Capacity Improvements
This Program provides funding to improve roadway drainage capacity. The Town's Stormwater Master Plan identified a number of areas throughout Needham where improvements are required to resolve flooding problems and illicit discharge. Since the issuance of the Stormwater Master Plan, numerous multi-unit developments have been built in the Town of Needham. These developments include new roads with drainage structures and roof or sump connections that are then connected to existing Town systems. These new connections have increased the load on the Town's drainage system and caused flooding in some areas. Unless circumstances dictate otherwise, FY2020 target funding of $362,500 is planned for Ardmore Road and Hunnewell Street storm drain construction.

Storm Drain System Repairs
This Program provides funding to repair failing storm drainage infrastructure within Town easements that have been discovered through investigation work. These projects will include the

replacement of existing culverts that have deteriorated over time and are restricting flow. This work will help eliminate flooding and capacity issues in the immediate vicinity. Unless circumstances dictate otherwise, FY2020 funding in the amount of $270,000 is targeted for construction activities at 470 South Street.

Brooks and Culverts – Repair and Maintenance
Flooding has caused the failure of retaining walls, resulting in extensive erosion and silt deposits in brooks and streams. The silt has provided a medium for vegetation and affected the flow of water, and the situation has resulted in the loss of useable abutting property and flooded basements. No funding is proposed for this category in FY2020.

DPW Specialty Equipment

Unit	*Division*	*Year*	*Replacement*	*Amount*
351	*Parks & Forestry/DPW*	*2002*	*Tractor to be replaced in kind*	*$68,000*

Traffic Improvements
This funding would support projects that are recommended by the DPW and the Traffic Management Advisory Committee (TMAC). These recommendations include items such as permanent speed monitoring devices, traffic calming measures, and school zone enhancements. The proposed funding will support one or two construction-related requests per year, such as 500 feet of roadway granite curb installation, two school zone installations, two average traffic calming installations, several radar sign installations or sign and/or pavement markings.

Transfer Station Property Improvements
This request is to fund improvements to the Recycling & Transfer Station (RTS) facility to increase efficiency, comply with regulatory requirements, and improve the facility function. Presently the RTS is accessible to the public after hours. The installation of fencing will minimize public access and increase security. The Town is under obligation to separate the composting operations from the wetlands. Finally, the installation of an extended scale will accurately determine the weights of materials being shipped out of or dropped off at the RTS.

Town Multi-Function Printer Devices
This funding will allow for the replacement of multi-function copier printers in the four primary Town locations (Town Hall, Public Services Administration Building, Public Safety, and Center at the Heights) as part of a planned replacement schedule. There are nine of these devices, only three of which were not purchased as part of the original construction project. Several of these devices are currently over six years old, and one is over eight years old. The cycle for replacement of these multi-function printers is seven years.

Town Office Furniture Replacement
Furniture in heavy use is in need of replacement at the Public Services Administration Building and Town Hall, which opened in 2010 and 2011 respectively. The $25,000 requested in Fiscal Year 2020 will allow for the purchase of replacement furniture including tattered audience chairs in Powers Hall and the conference tables in the Public Services Administration Building.

Building Management System Upgrade
The Town maintains a Building Management System (BMS) to manage the heating, ventilation, and air conditioning (HVAC) for all major facilities throughout Town. This system consists of internal sensors in

the HVAC components and a back-end software product that allows Building Maintenance staff to review and diagnose HVAC issues both remotely and on-site. This system is critical to the maintenance of healthy air temperature within the buildings. Currently, the Town has three separate systems. This request is to upgrade and standardize all of the existing systems so that the Town is only maintaining one system. The system will work with all of the controls in all buildings, with the exception of the Newman School, which will require a conversion of the controls in order for this new system to communicate. The new system will simplify the hardware and software in each building, be more user friendly, and allow integration with the afterhours permitting system.

General Fund Fleet Replacement Program

The Town's fleet replacement program was established in FY2015. The program includes a budget and schedule for the Town's rolling stock fleet of appropriately 220 vehicles, trailers, and large specialized attachments and the School Department fleet of 14 vans and buses. General purpose vehicles include pickup trucks, a variety of sedans, SUV's, vans, and police vehicles (87). They comprise approximately 39 percent of the entire fleet. General purpose vehicles are utilized in every department and are relatively interchangeable. The replacement of these vehicles can proceed on a regular schedule and should be part of the of the Town's recurring costs. The Town relies on a number of trailers for the purpose of moving tools and equipment, hauling trash and debris, and transporting special equipment. The Town has 47 trailers which represents approximately 23 percent of the fleet. Specialized, high value vehicles and snow and ice equipment comprise the other 38 percent of the fleet. These vehicles and equipment are just as integral to Town operations as the general purpose vehicles, but serve the unique purposes of specific departments or divisions. Included in this group are the high value vehicles such as ambulances, large dump trucks, fire engines, street sweepers, and others for which appropriations need to be planned. Unless circumstances require otherwise, the proposed FY2020 fleet replacement schedule is as follows.

General Fund Fleet Program – General Purpose Vehicles

UNIT	DIVISION	YEAR	REPLACEMENT	AMOUNT
457	Building	2006	Ford Taurus to be replaced by Toyota FAV4 or similar	$33,085
C-42	Fire	2013	Explorer to be replaced by an SUV	$35,249
2	Fleet DPW	2010	Ford F150 to be replaced in kind	$37,060
92	Engineering/DPW	2012	Ford Explorer to be replaced by Ford Van	$41,550
57	Highway/DPW	2012	Ford F350 to be replaced in kind	$63,804
705	Building Maintenance/DPW	2006	Ford E250 to be replaced by Ford F150	$37,060
715	Building Maintenance/DPW	Addition to Fleet	Ford Van	$43,709
56	RSD DPW	2010	Ford F150 to be replaced by Ford F250	$50,332
Bus 14	Needham Public Schools	2012	School Bus to be replaced in kind	$81,942
Van 1	Needham Public Schools	2011	Ford E150 Van to be replaced by similar passenger van	$38,388
Van 2	Needham Public Schools	2011	Ford E150 Van to be replaced by similar passenger van	$38,388

General Fund Fleet Replacement – Specialized Equipment

UNIT	*DIVISION*	*YEAR*	*REPLACEMENT*	*AMOUNT*
256	*Parks & Forestry/DPW*	*2008*	*Brush Bandit Chipper*	*$64,936*
38	*Parks & Forestry/DPW*	*2007*	*Aerial Lift*	*$274,434*

General Fund Fleet Replacement – Snow & Ice Equipment

UNIT	*DIVISION*	*YEAR*	*REPLACEMENT*	*AMOUNT*
102	*Highway/DPW*	*2008*	*Large Tractor to be replaced in kind*	*$252,140*
107	*Highway/DPW*	*2008*	*Sidewalk Tractor Plow to be replaced in kind*	*$178,571*

Truck Classification
Class 1 = Smallest Pick-up Trucks 6,000 lbs.
Class 2 = Full Size or 1/2 Ton Pick-up Trucks 6K to 10K lbs. (ex Ford F150 and F250)
Class 3 = Heavy Duty Pick-up Trucks 10K to 14K lbs. (ex Ford F350)
Class 4 = Medium Size Work Trucks 14K to 16K lbs. (ex Ford F450)
Class 5 = Medium Job Trucks 16K to 19.5K lbs. (ex Ford F550)
Class 6 = Medium to Large Trucks 19.5K to 26K (ex Ford F650)
Class 7 = Heavy Duty Trucks 26K to 33K (ex Ford F750) Requires Class B Commercial
Class 8 = Largest Heavy Duty Trucks 33K lbs. or more (ex 18-wheeler)

Personal Protective Equipment – Bunker Gear
This request is to replace Personal Protective Equipment ("PPE" or "bunker gear") for 20% of all firefighting personnel on an annual basis. The PPE requested includes boots, firefighting pants and coat. Firefighting personnel regularly work in toxic environments caused by spills, chemical releases and the products of combustion. Further, the toxicity of these carcinogens appears to be greater and more concentrated, due to the widespread use of synthetic and petroleum based building materials and furnishings found in modern construction. These contaminants, chemicals, toxins and carcinogens adhere to firefighters' bunker gear, thus creating a lingering exposure concern. Current safety practices dictate that firefighters be issued two sets of PPE, so that once contaminated the equipment can be washed and dried in equipment designed specifically for that purpose. Maintaining a second set of PPE allows for contaminated equipment to be washed and dried properly, while allowing personnel to remain available to respond to calls.

Police and Fire Mobile And Portable Radios
Radios are the primary communication tool between Fire and Police staff in the field and the dispatch center. Current radios have been discontinued by the manufacturer, or are at the end of their useful life. This funding will support the replacement of Police cruiser radios, Police portable radios, Fire portable and mobile radios, and Emergency Management portable radios.

Public Safety Desktops, Printers And Peripherals
This request is to provide hardware for locations within the new public safety buildings. An estimated ninety (90) desktops and laptops are required. The majority of this hardware is located in the Fire Department, where there are few if any devices available currently. Often staff members in both Police

and Fire are sharing equipment, requiring them to wait for others to finish their work. There are no available desktops or laptops for officers to use for online training or meetings.

Public Safety Mobile Devices

This funding will replace laptops and tablets that are used in the Needham Police and Fire Department Vehicles. The hardware is used to access multiple applications during daily operations. The hardware communicates with the Public Safety CAD software as well as State and Federal databases. The devices themselves are hardened military specification hardware manufactured for use in more intensive environments than normal off the shelf hardware.

Energy Efficiency Upgrade Improvements

An energy efficiency study was conducted for ten municipal buildings in 2011. The results of this study illustrate that if the Town makes an investment in recommended energy upgrades, the cost of these upgrades will pay for themselves within ten years. Unless circumstances require otherwise, FY2020 improvements will include the installation of bi-lighting throughout the building hallways to improve lighting at the Pollard Middle School, and the retro-commissioning of the HVAC at the High Rock School.

High School Locker Reconfiguration

This funding would support the reconfiguration of student physical education lockers at Needham High School to accommodate the increased student population. Currently, there are 508 lockers at the High School. The project will add 111 lockers in the boys' locker room and 104 lockers in the girls' locker room. Currently, each locker room has small, medium and large lockers. The reconfiguration would remove the doors and frames from the medium and large lockers, and would create three new, small lockers from every two medium lockers, and three new small lockers from every one large locker. (The existing small lockers would remain unchanged.) Additionally, a new bank of 30 lockers would be added in the boys' locker room, and 24 new lockers will be added in the girls' locker room.

Mitchell School Restroom Upgrades

There are currently six restrooms at the Mitchell that are not ADA MAAB accessible. Many of the existing plumbing fixtures are 40 to 60 years old. The current stalls are not the proper size and do not have grab bars, the urinals and dispensers are not set at the proper height, the sinks do not have insulated pipes, and the restrooms do not have the minimum clearance or appropriate turning radius. The restrooms will be upgraded to meet ADA/MAAB requirements.

Newman Preschool Playground Custom Shade Shelter

The Newman Preschool playground is situated in a part of the school that has constant sunlight. Access to the playground is limited to cloudy days or to mild weather, given that there is no available shade. About half of the children who attend the preschool are identified as having special needs, and many struggle with their social-emotional skills. A custom shade shelter would increase the students' comfort and access to the playground, which in turn would create more meaningful social opportunities for them during the day.

Newman School Gym Floor

The floors at the Newman School gym are original to the building. Over the years, they have been subject to buckling. This buckling has accelerated in the past few years, making the conditions in the gym potentially unsafe. Due to the presence of asbestos-containing materials in the subfloor, temporary repairs are not possible. The existing flooring will be removed, the asbestos containing materials will be abated, and new wood sports flooring will be installed.

Pollard School Blue And Green Gym Score Boards

The Department is in the process of designing upgrades for both the Blue and Green gyms at the Pollard Middle School. These upgrades include replacement of the rubber flooring, replacement of siding, painting, and installation of padding, backboards, and winch mechanisms on the basketball hoops. In the Green gym, two sections of pull-out seating will be installed to accommodate classes. After those upgrades are made, the existing scoreboards will need to be replaced – they are beyond their useful life and the technology is outdated. They also contain incandescent bulbs, which are not energy efficient. The scoreboards in both gyms will be replaced with updated, electronic LED scoreboards. Shot clocks will be installed that have wireless controls and technology.

School Furniture & Equipment

In FY2005, Town Meeting approved funding to begin the replacement of furniture in poor and fair condition throughout the School Department. By FY2015, all furniture in poor condition was replaced in the schools. The FY2020 funding request will continue the replacement of furniture in fair condition at the Pollard School, provide funding for new classroom furniture as needed, and will address targeted furniture needs at Eliot and Mitchell Schools.

School Master Plan Supplement

Capital planning for the School Department has grown increasingly complex, given the pressing needs of accommodating Full-Day Kindergarten, providing capacity for a growing enrollment, and repairing and renovating aging facilities. These needs have made it difficult for the School Committee to prioritize the capital needs on the planning horizon. Meeting the identified needs within available resources and reasonable timeframes will require the School Department to carefully consider all of the possibilities and options for prioritizing and scheduling building projects going forward. The proposed study would develop recommendations for long-range school capital plans under different enrollment scenarios trajectories and the practical considerations of aging buildings. Potential recommendations could involve other buildings and/or non-building solutions like redistricting.

School Photocopier Replacement

In May of 2003, Town Meeting authorized first year funding to establish a replacement cycle for school photocopiers. School photocopiers are located in all the schools and the administration building, and are used both by administrative and teaching staff. Teachers use the machines to reproduce classroom materials, including homework sheets, exams, teaching packets etc. Currently the School Department owns 45 copy machines. Copier replacement is planned on a life-cycle basis, which projects when a copier should be replaced based on actual usage and the manufacturer's total estimated capacity. Copiers which are heavily used are replaced more frequently than copiers that are lightly used. This analysis assumes that copiers can be re-deployed around the District as needed, to better match projected usage with equipment capacity.

School Technology Replacement

The FY2020 request would fund the purchase of School Department technology, including desktop computers, printers, interactive white boards (IWBs), specialized instructional labs, projectors, video displays, security cameras and electronic door access controllers. The request also incorporates funding for school technology infrastructure, which consists of servers, network hardware, wireless infrastructure, data cabling and access points. The FY2020 request consists of $519,350 for hardware (computers, printers, interactive white boards, door access controllers, projection screens and TV studio) and $113,000 for infrastructure replacement (servers, network hardware, wireless data cabling and access points).

Facility Assessment For Sustainable Building Management
A facility assessment helps to guide major repairs and upgrades that may be required to ensure that older buildings remain sustainable. The Broadmeadow and Eliot Elementary Schools are approaching 20 years old, and may require upgrades beyond general maintenance. Many of the systems within the buildings, including heating, ventilation, and air conditioning (HVAC), boilers, and plumbing, are reaching the end of their useful life. A facility assessment will be conducted to determine the condition of the facility and to identify any major repairs and replacement needs.

ARTICLE 38: APPROPRIATE FOR ATHLETIC FACILITY IMPROVEMENTS

To see if the Town will vote to raise and/or transfer and appropriate the sum of $2,500,000 for athletic facility improvements for turf field replacement, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from the Athletic Facility Improvement Fund; or take any other action relative thereto.

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: This article would fund synthetic turf field replacement and related work at DeFazio and Memorial Parks. Each year, an impact test is performed on all artificial turf fields in Town. The most recent test shows that these fields are approaching the end of their useful life. The existing turf carpet will be removed, the fields will be regraded and new and more modern artificial field turf will be installed. The Town has been planning for the replacement of the turf fields through appropriations to the Athletic Facility Improvement Fund since 2012.

ARTICLE 39: APPROPRIATE FOR SEWER ENTERPRISE FUND CASH CAPITAL

To see if the Town will vote to raise and/or transfer and appropriate the sum of $831,487 for Sewer Enterprise Fund Cash Capital, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from Sewer Enterprise Fund Retained Earnings; or take any other action relative thereto.

Group	Description	Recommended	Amendment
Sewer	Fleet Replacement Program	$201,487	
Sewer	Sewer Pump Station (Lake Drive)	$630,000	
		$831,487	

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information:

Sewer Pump Station Improvements
The Town maintains nine sewer pump stations at elevations below the gravity system. Without these stations, sewage would not enter the Town's sewerage system at these locations. This project will fund the design and engineering of the replacement of the Lake Drive pump station. The pump station at this location is beyond its useful life and requires constant maintenance. The pumps are failing more

frequently due to electrical or mechanical issues and require more personnel time and emergency funds to keep the station running. The plan is to replace the existing canister pump station with a new canister pump station.

Sewer Fleet Replacement – Specialized Equipment

Unit	*Division*	*Year*	*Replacement*	*Amount*
35	*Sewer/DPW*	*1999*	*Catch Basin Cleaner to be replaced in kind.*	*$201,487*

ARTICLE 40: APPROPRIATE FOR WASTEWATER SYSTEM REHABILITATION

To see if the Town will vote to raise, appropriate and/or transfer the sum of $1,600,000 for sewer system rehabilitation, including costs incidental or related thereto, to be spent under the direction of the Town Manager, including without limitation all costs thereof as defined in Section 1 of M.G.L. Chapter 29C, that to meet this appropriation that $800,000 be transferred from Sewer Enterprise Retained Earnings, and that the Treasurer, with the approval of the Select Board, is authorized to borrow $800,000 under M.G.L. Chapter 44, Section 7, M.G.L. Chapter 29C or any other enabling authority; that the Treasurer, with the approval of the Select Board, is authorized to borrow all or a portion of the amount from the Massachusetts Clean Water Trust (MCWT) established pursuant to M.G.L. Chapter 29C and/or the Massachusetts Water Resources Authority (MWRA) and in connection therewith, to enter into a financing agreement and/or security agreement with the MCWT and/or loan agreement and financial assistance agreement with the MWRA with respect to such loan; that the Town Manager be authorized to contract with the MCWT, the MWRA and the Department of Environmental Protection with respect to such loan and for any federal, state or other aid available for the project or for the financing thereof; that the Select Board, Town Manager, or other appropriate local official is authorized to enter into a project regulatory agreement with the Department of Environmental Protection; and that the Town Manager is authorized to expend all funds available for the project; and that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount; or take any other action relative thereto.

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The Town recently completed a study identifying priority areas for inflow and infiltration removal for the next ten years. The Town of Needham, along with numerous other communities, is under Administrative Orders from the Department of Environmental Protection (DEP) to identify and remove Infiltration and Inflow (I I) in existing sewer systems. Infiltration is defined as groundwater or storm water runoff that enters the system through deteriorated pipe or manhole structures that need to be repaired. Inflow is defined as clean, non-septic water, which is introduced to the system. This water is generally produced by residential sump pumps that drain basements. Unless circumstances require otherwise, this funding will support the design of the removal of the remaining locations of identified infiltration in the system by methods including replacing sewer manholes, lining sewer mains, replacing sewer mains and services, and testing and sealing joints.

ARTICLE 41: APPROPRIATE FOR WATER DISTRIBUTION SYSTEM IMPROVEMENTS

To see if the Town will vote to raise, appropriate and/or transfer the sum of $4,791,500 for Water Distribution System Improvements, including costs incidental or related thereto, to be spent under the direction of the Town Manager, including without limitation all costs thereof as defined in Section 1 of M.G.L. Chapter 29C, that to meet this appropriation that $291,500 be transferred from Water Enterprise Retained Earnings, and that the Treasurer, with the approval of the Select Board, is authorized to borrow $4,500,000 under M.G.L. Chapter 44, Section 7, M.G.L. Chapter 29C or any other enabling authority; that the Treasurer, with the approval of the Select Board, is authorized to borrow all or a portion of the amount from the Massachusetts Clean Water Trust (MCWT) established pursuant to M.G.L. Chapter 29C and/or the Massachusetts Water Resources Authority (MWRA) and in connection therewith, to enter into a financing agreement and/or security agreement with the MCWT and/or loan agreement and financial assistance agreement with the MWRA with respect to such loan; that the Town Manager be authorized to contract with the MCWT, the MWRA and the Department of Environmental Protection with respect to such loan and for any federal, state or other aid available for the project or for the financing thereof; that the Select Board, Town Manager, or other appropriate local official is authorized to enter into a project regulatory agreement with the Department of Environmental Protection; and that the Town Manager is authorized to expend all funds available for the project; and that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount; or take any other action relative thereto.

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information:

Water System Rehabilitation
Through the Water System Rehabilitation Program, the Town's water infrastructure is continually evaluated to assess functionality and performance, and to identify areas in need of repair. Water infrastructure requires ongoing attention and periodic replacement, and portions of the Town's water infrastructure are 75+ years old and approaching the end of their useful life. A diligent rehabilitation program encompassing maintenance, repair, and replacement ensures a continual supply of water to the public. The Department of Public Works prioritizes replacement of water pipes based upon pipe condition, water break history, and adequacy of water flow to fire hydrants. Unless circumstances require otherwise, the FY2020 funding will support the replacement of water mains on Bennington Street from High Street to Concord Street, Country Way, and Alder Book Lane, and the design of water main replacement under Rosemary Lake.

Failing Lined Water Main Replacement
The existing water line dates from 1936-1939 and is cast iron with bitumastic or coal tar liner. The lining of these pipes breaks down over time, causing discoloration in the water and concern for the water quality in the areas serviced by this line. The Town began addressing this issue in 2008, when there was approximately 19,000 linear feet of piping in need of replacement. This funding will complete the project and replace the remainder of existing pipe – 5,500 linear feet of 14" water main – with a new 16" water main on Central Avenue from the intersection of Pine Street, and Marked Tree Road to High Rock Street. This project will include replacing the pipe and reconstruction of the road.

TOWN RESERVE ARTICLES

ARTICLE 42: APPROPRIATE TO ATHLETIC FACILITY IMPROVEMENT FUND

To see if the Town will vote to raise, and/or transfer and appropriate the sum of $75,000 to the Athletic Facility Improvement Fund, as provided under the provisions of Massachusetts General Law Chapter 40, Section 5B, as further amended by Section 22 of Chapter 218 of the Acts of 2016, and to meet this appropriation that said sum be raised from the Tax Levy; or take any other action relative thereto.

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: Massachusetts General Law Chapter 40, Section 5B, allows the Town to create one or more stabilization funds for different purposes. A stabilization fund is a special reserve fund into which monies may be appropriated and reserved for later appropriation for any lawful municipal purpose. Monies accumulated in a stabilization fund carry forward from one fiscal year to another. Interest earned from the investment of monies in the stabilization fund remains with that fund. Town Meeting by majority vote may appropriate into the fund and by a two-thirds vote appropriate from the fund. The 2012 Annual Town Meeting approved the creation of the Athletic Facility Improvement Fund to set aside capital funds for renovation and reconstruction of the Town's athletic facilities and associated structures, particularly at Memorial Park and DeFazio Park. The balance in the fund as of March 29, 2019 was $2,668,884.

ARTICLE 43: APPROPRIATE TO CAPITAL IMPROVEMENT FUND

To see if the Town will vote to raise, and/or transfer and appropriate the sum of $166,612 to the Capital Improvement Fund, as provided under the provisions of Massachusetts General Law Chapter 40, Section 5B, as further amended by Section 22 of Chapter 218 of the Acts of 2016, and to meet this appropriation that said sum be transferred from Free Cash; or take any other action relative thereto.

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Explanation: Massachusetts General Law Chapter 40, Section 5B, allows the Town to create one or more stabilization funds for different purposes. A stabilization fund is a special reserve fund into which monies may be appropriated and reserved for later appropriation for any lawful municipal purpose. Monies accumulated in a stabilization fund carry forward from one fiscal year to another. Interest earned from the investment of monies in the stabilization fund remains with that fund. Town Meeting by majority vote may appropriate into the fund and by a two-thirds vote appropriate from the fund. The 2004 Annual Town Meeting under Article 58 approved the creation of Capital Improvement Stabilization Fund for the purpose of setting aside funds for time-sensitive and critical capital item(s) at times when ordinary funding sources are limited or not available. Over time, as the fund grows and is supported, it will be one of the tools in the overall financial plan of the Town. Maintaining and supporting such funds is looked upon favorably by the credit rating industry. The recommended appropriation is equal to the amount that the Town received from the sale of surplus equipment during FY2018. This was one of the sources identified to be contributed to the fund. The balance in the fund as of March 29, 2019 was $904,737.

ARTICLE 44: APPROPRIATE TO CAPITAL FACILITY FUND

To see if the Town will vote to raise and/or transfer and appropriate a sum to the Capital Facility Fund, as provided under the provisions of Massachusetts General Law Chapter 40, Section 5B, as further amended by Section 22 of Chapter 218 of the Acts of 2016, and to meet this appropriation that said sum be raised from the Tax Levy; or take any other action relative thereto.

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: Massachusetts General Law Chapter 40, Section 5B, allows the Town to create one or more stabilization funds for different purposes. A stabilization fund is a special reserve fund into which monies may be appropriated and reserved for later appropriation for any lawful municipal purpose. Monies accumulated in a stabilization fund carry forward from one fiscal year to another. Interest earned from the investment of monies in the stabilization fund remains with that fund. Town Meeting by majority vote may appropriate into the fund and by a two-thirds vote appropriate from the fund. The 2007 Annual Town Meeting under Article 10 approved the creation of the Capital Facility Fund, as part of the Town's planning strategy for addressing capital facility maintenance needs by providing a reserve to address extraordinary building repairs and related expenses at times when other resources are unavailable. The purpose of this fund is to allow the Town, from time to time, by appropriation, to reserve funds for design, maintenance, renovation, or reconstruction relating to the structural integrity, building envelope, or MEP (mechanical, electrical, plumbing) systems of then-existing capital facilities. The balance in the fund as of March 29, 2019 was $1,874,435.

ARTICLE 45: APPROPRIATE FOR WORKERS COMPENSATION RESERVE

To see if the Town will vote to raise and/or transfer and appropriate the sum of $283,706 to the Workers Compensation Reserve Fund, said sum to be transferred from Free Cash; or take any other action relative thereto.

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The purpose of this request is to replenish the Workers' Compensation Fund which is the Town's reserve fund for paying workers' compensation claims of a prior year and for lump sum settlements up to the limit of the Town's reinsurance limit (for both School and General Government employees.) Typically, the source of funds for this account is any remaining balance in the workers compensation line item contained in the employee benefits and assessments budget. Due to increases in salaries and expenses over the past decade, and the resolution of several long-standing cases, the fund balance has been declining. The balance in the Reserve as of December 31, 2018 was $525,014.

GENERAL ARTICLES & CITIZENS PETITIONS

ARTICLE 46: AMEND GENERAL BY-LAW/SELECT BOARD

To see if the Town will vote to amend its General By-laws by deleting where ever they appear the word "Selectmen" and the term "Board of Selectmen" and replacing them with the term "Select Board" except

in Section 1.9 where the word "Selectmen" be replaced by the term "Select Board Members"; or take any other action relative thereto.

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The 2018 Annual Town Meeting approved a home rule petition to change the title of the Board of Selectmen to "Select Board." Chapter 341 of the Acts of 2018 changed the title in the entire Town Charter. Town Meeting action is needed to change the terms "Selectmen" and "Board of Selectmen" where they appear in the General By-Laws of the Town.

ARTICLE 47: AMEND GENERAL BY-LAW/ELECTION OF OFFICERS

To see if the Town will vote to amend the General By-Laws by deleting Section 1.9 (k) and inserting in place thereof the following: "(k) Five members of the Board of Health for a term of three years."; or take any other action relative thereto.

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The 2018 Annual Town Meeting approved a home rule petition to change the number of members of the Board of Health from three to five. Chapter 341 of the Acts of 2018 changed the composition of the Board of Health in the Town Charter. Town Meeting action is required to make the same change to the General By-Laws of the Town.

ARTICLE 48: EXTINGUISH SEWER EASEMENT

To see if the town will vote to authorize the Select Board to extinguish a sewer and drain easement from Greendale Avenue to the Route 128 Right-of-Way; more fully described in an order of taking number 1959-4, dated July 14, 1959 and recorded at the Norfolk County Registry of Deeds in Book 3743, Page 551; or take any other action relative thereto.

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The developer of Modera Needham received a Comprehensive Permit issued by the Zoning Board of Appeals to allow the development of its project on Greendale Avenue. After the developer relocated the Town's sewer line at its expense, the Select Board authorized the developer to encroach on the existing sewer easement to construct the facility. This action by Town Meeting is required to authorize the Select Board to extinguish the existing sewer easement as it is no longer needed.

ARTICLE 49: AMEND GENERAL BY-LAW/STRETCH ENERGY CODE

To see if the Town will vote to amend its General By-Laws by adding thereto Section 3.10 entitled "Stretch Energy Code" for the purpose of regulating the design and construction of buildings for the effective use of energy, pursuant to Appendix 115.AA of the Massachusetts Building Code, 780 CMR, the "Stretch Energy Code", including future editions, amendments, or modifications thereto, as set forth below; or take any action relative thereto.

Section 3.10 STRETCH ENERGY CODE

3.10.1 Definitions

International Energy Conservation Code (IECC) - The International Energy Conservation Code (IECC) is a building energy code created by the International Code Council. It is a model code adopted by many state and municipal governments in the United States for the establishment of minimum design and construction requirements for energy efficiency, and is updated on a three-year cycle. The baseline energy conservation requirements of the MA State Building Code are the IECC with Massachusetts amendments, as approved by the Board of Building Regulations and Standards.

Stretch Energy Code - Codified by the Board of Building Regulations and Standards as 780 CMR Appendix 115.AA of the Massachusetts building code, the Stretch Energy Code is an appendix to the Massachusetts building code, based on further amendments to the International Energy Conservation Code (IECC) to improve the energy efficiency of buildings built to this code.

3.10.2 Purpose The purpose of 780 CMR 115.AA is to provide a more energy efficient alternative to the Base Energy Code applicable to the relevant sections of the building code for new buildings.

3.10.3 Applicability This code applies to residential and commercial buildings. Buildings not included in this scope shall comply with 780 CMR 115.AA, as indicated.

3.10.4 Stretch Energy Code The Stretch Energy Code, as codified by the Board of Building Regulations and Standards as 780 CMR Appendix 115.AA, including any future editions, amendments or modifications, is herein incorporated by reference into this section.

3.10.5 Enforcement The Stretch Energy Code is enforceable by the Building Commissioner effective January 1, 2020.

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article Information: This Article would adopt the Massachusetts Stretch Energy Code as a Town by-law. The goal of the Stretch Code is to set standards beyond base State building code requirements in order to improve energy efficiency.

Adoption of the Stretch Code was previously considered by Town Meeting in 2011, and referred to the Select Board for further study. Concerns at that time included uncertainties about then-pending code changes and potential hardships for owners of smaller and older homes.

Those issues have largely been resolved. The current stretch energy code is performance-based – it requires new homes to meet a Home Energy Rating System target, rather than requiring the installation of specific levels of energy efficiency for each building element. The current differences between the base and stretch codes are relatively narrow and apply only to new residential construction and commercial construction over 100,000 square feet, not to smaller additions, renovations, and repairs.

The Select Board has met with advocates for adoption of the Stretch Code, and also with architects and builders working in the community. Professionals are familiar with the Stretch Code, and report that that most new construction in Needham already uses it, and that is true in most area communities as well.

Adoption of the stretch energy code will allow the Town to apply for designation as a Green Community and qualify for grants to pay for energy saving projects. The recommendation to adopt the stretch energy code, however, stands on its own merit and a determination as to whether the Town should apply for Green Community status will be made at a later date. Adoption of the stretch code will contribute to efforts to address climate change at the local level.

ARTICLE 50: HOME RULE PETITION – TOWN MEETING

To see if the Town will vote to authorize the Select Board to petition the General Court, in compliance with Clause (1), Section 8 of Article LXXXIX of the Amendments of the Constitution, to the end that the legislation be adopted precisely as follows;

Be it enacted by the Senate and House of Representatives in the General Court assembled, and by authority of same, as follows:

SECTION 1. Chapter 403 of the acts of 1971, as most recently amended by Chapter 341 of the Acts of 2018 be amended as follows:

In Section 11. Time, Notice, Conduct and Adjournment of Town Meeting, by striking out the first paragraph and inserting in its place the following paragraph: "The annual town meeting for the election of town officers and such other matters as may be voted on the official ballot thereof shall be held in February, March, April or May of each year, on a date fixed by by-law. The annual town meeting for the transaction of business by the representative town meeting shall be divided into two business meetings. The first business meeting shall be held in May of each year and the second business meeting shall be held in November of each year, on dates fixed by by-law. Proposed amendments to the Needham Zoning By-Law shall be considered during the second business meeting."

SECTION 2. This act shall take effect January 1, 2020.

Or take any other action relative thereto.

INSERTED BY: Joshua Levy, et. al.
FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

Article Information: This article, submitted by citizens' petition, requests Town Meeting approval of a Home Rule petition to amend the Town Charter provisions regarding scheduling of the representative Annual Town Meeting (ATM).

At present, the Annual Town Meeting begins on the first Monday in May, as provided in the General By-Laws pursuant to the current Charter. If the business is not completed in the first session, the meeting continues on successive Wednesdays and Mondays, unless otherwise voted by Town Meeting, until all business is completed. Special Town Meetings may be called at any time of year on at least fourteen days' notice.

The proposed amendment would divide the Annual Town Meeting into two meetings, the first to be held in May and the second in November, and provide that Zoning By-Law amendments be considered in the second meeting. The amendment would not change the scheduling of Special Town Meetings.

ARTICLE 51: HOME RULE PETITION – RESOLUTION TO CALL FOR THE UNITED STATES TO "PULL BACK FROM THE BRINK" AND PREVENT NUCLEAR WAR—AN EXISTENTIAL THREAT TO THE FUTURE OF HUMANITY AND THE PLANET

Moved, that Town Meeting adopt the following Resolution, or take any other action in relation thereto:

RESOLUTION TO CALL FOR THE UNITED STATES TO "PULL BACK FROM THE BRINK" AND PREVENT NUCLEAR WAR—AN EXISTENTIAL THREAT TO THE FUTURE OF HUMANITY AND THE PLANET

WHEREAS, since the height of the Cold War, the United States and Russia have dismantled more than 50,000 nuclear warheads, but approximately 15,000 of these weapons still exist and, thus, still pose an intolerable risk to human survival; and

WHEREAS, approximately 95 percent of these weapons are in the hands of the United States and Russia, while the remainder are held by 7 other countries, namely, China, France, Israel, India, North Korea, Pakistan, and the United Kingdom; and

WHEREAS, nuclear war would directly kill hundreds of millions of people and cause unimaginable environmental damage; and

WHEREAS, there is a high probability that such a nuclear war would lead to catastrophic climate disruption dropping temperatures across the planet to levels not seen since the last ice age, thus resulting in the starvation of the vast majority of the human race, quite possibly leading to our extinction and the extinction of multiple other species; and

WHEREAS, even the use of a tiny fraction of these weapons would cause worldwide climate disruption and global famine; e.g., as few as a 100 Hiroshima-sized bombs (small by modern standards) would put at least 5 million tons of soot into the upper atmosphere and cause climate disruption across the planet, cutting food production and putting 2 billion people at risk of starvation; and

WHEREAS, despite the popular notion that these arsenals exist solely to guarantee they will never be used, on multiple occasions nuclear armed states have proceeded to the brink of using these weapons, and their use was narrowly averted; and

WHEREAS, former Defense Secretary Robert McNamara—speaking about the Cuban Missile Crisis in The Fog of War—said, "It was luck that prevented nuclear war"; and

WHEREAS, our nuclear policy must NOT be subject to the whims of "luck;" and

WHEREAS, the growing climate crisis is stressing communities around the world and intensifying the likelihood of conflict, and, thus, the danger of war and the possibility of escalating to nuclear war; and
WHEREAS, the planned expenditure of more than $1 trillion dollars to enhance the U.S. nuclear arsenal will not only increase the risk of nuclear disaster but also fuel a global arms race and divert crucial resources needed to assure the well-being of the American people and people all over the world; and

WHEREAS, in July 2017, 122 nations called for the elimination of all nuclear weapons by adopting the Treaty on the Prohibition of Nuclear Weapons.

BE IT RESOLVED THAT the Town of Needham, Massachusetts, acting through its elected Representative Town Meeting, calls upon our federal leaders and our nation to make nuclear disarmament the centerpiece of U.S. national security policy and to work toward the goal of signing the Treaty on the Prohibition of Nuclear Weapons.

BE IT FURTHER RESOLVED that Town Meeting, calls upon our federal leaders and our nation to spearhead a global effort to prevent nuclear war by:
• renouncing the option of using nuclear weapons first;
• ending the president's sole, unchecked authority to launch a nuclear attack;
• taking U.S. nuclear weapons off "hair-trigger" alert;
• cancelling all plans to add weapons to the U.S. nuclear arsenal that would make it more likely that leaders will initiate nuclear war; and
• actively pursuing a verifiable agreement among nuclear armed states to eliminate their nuclear arsenals.

BE IT FURTHER RESOLVED that Town Meeting requests that the Town Clerk send a copy of the Resolution adopted by Town Meeting to our U.S. Congressional Representative Joseph P. Kennedy, III, U.S. Senator Elizabeth Warren, U.S. Senator Edward J. Markey, and President Donald J. Trump.

INSERTED BY: Joseph McCabe, et. al.
FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

Article Information: This article, submitted by citizens' petition, requests a non-binding resolution of Town Meeting in support of proposed actions by the Town's Representatives in Congress and the President of the United States to achieve nuclear disarmament and a reduction in the threat of nuclear war.

ARTICLE 52: OMNIBUS

To see if the Town will vote to raise by taxation, transfer from available funds, by borrowing or otherwise, such sums as may be necessary for all or any of the purposes mentioned in the foregoing articles, especially to act upon all appropriations asked for or proposed by the Selectmen, or any Town officer or committee, to appoint such committees as may be decided upon and to take action upon matters which may properly come before the meeting; or take any other action relative thereto.

INSERTED BY: Select Board

And you are hereby directed to serve this Warrant by posting copies thereof in not less than twenty public places in said Town at least 7 days before said meeting.

Hereof fail not and make due return of this Warrant with your doings thereon unto our Town Clerk on or after said day and hour.

Given under our hands at Needham aforesaid this 12th day of February, 2019.

DANIEL P. MATTHEWS, ***Chair***
JOHN A. BULIAN, ***Vice Chair***
MAURICE P. HANDEL, ***Clerk***
MATTHEW D. BORRELLI
MARIANNE B. COOLEY

Select Board of Needham

A true copy,
ATTEST _____ **2019**
Constable (month) (day)
ATTEST _____ **2019**
Constable (month) (day)

Reserve Fund Transfer Requests
Approved by the Finance Committee
Fiscal Year 2018

	Budget	Date of Action	Amount
1	Park and Recreation - Rosemary Pool Staff	4-Apr-18	$47,538
2	Department of Public Works - Snow & Ice	20-Jun-18	$884,863
3	Town Counsel - Legal Services	20-Jun-18	$45,260
4			
	Total Approved from General Reserve Fund		**$977,661**
	Total Approved from RTS Reserve Fund		**$0**
	Total Approved from Sewer Reserve Fund		**$0**
	Water - Damaged Vehicle Replacement	13-Sep-17	$23,092
	Total Approved from Water Reserve Fund		**$23,092**

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GENERAL GOVERNMENT LISTING OF SALARY RANGES (BASE PAY)
as of April 2, 2019
(Excludes Seasonal, Temporary and Intermittent Positions)

TITLE	GRADE	ANNUALIZED SALARY RANGE
GENERAL GOVERNMENT		
Select Board/Town Manager		
Town Manager	Contract	Contract
Support Services Manager	K-22	$78,720 - $97,608
Department Assistant 2	I-13	$20.45 - $25.66/hour
Administrative Assistant	I-14	$22.23 - $27.87/hour
Assistant Town Manager/Dir. of Ops.	K-28	$124,152- $153,936
Administrative Coordinator - HR	G-15	$24.27 - $30.45/hour
Benefits Administrator	GE-18	$53,391 - $66,982.50
Director of Human Resources	K-25	$101,448- $125,808
Asst. Dir. Of Human Resources	GE-20	$64,369.50 - $80,691
Town Clerk		
Town Clerk	Elected	$102,622
Assistant Town Clerk	GE-18	$53,391 - $66,982.50
Department Assistant 2	I-13	$20.45 - $25.66/hour
Department Specialist	I-14	$22.23 - $27.87/hour
Legal		
Town Counsel	Sch C	$75,140
FINANCE		
Assessors		
Director of Assessing	K-24	$93,864 - $116,400
Asst. Director of Assessing	GE-20	$64,369.50 - $80,691
Field Assessor	I-18	$27.51 - $34.52/hour
Department Specialist	I-14	$22.23 - $27.87/hour
Department Assistant 1	I-12	$18.66 - $23.42/hour
Finance Department		
Asst Town Manager/Dir. of Finance	K-28	$124,152- $153,936
Finance & Procurement Coordinator	GE-21	$68,971.50 - $86,560.50
Parking Clerk	Sch C	$25.50/hour

TITLE	GRADE	ANNUALIZED SALARY RANGE
Accounting		
Town Accountant	K-24	$93,864 - $116,400
Assistant Town Accountant	GE-20	$64,369.50 - $80,691
Administrative Specialist	I-15	$24.39 - $30.60/hour
Department Specialist	I-14	$22.23 - $27.87/hour
Payroll Coordinator	I-18	$27.51 - $34.52/hour
Information Technology Center		
Director, MIS	K-25	$101,448- $125,808
GIS/Database Administrator	IE-20	$64,681.50 - $81,081
Computer Operator	I-15	$24.39 - $30.60/hour
Network Manager	IE-23	$79,482 - $99,703.50
Applications Administrator	IE-20	$64,681.50- $81,081
Technology Support Technician	I-19	$30.20 - $37.89/hour
Treasurer/Collector		
Treasurer/Collector	K-24	$93,864 - $116,400
Assistant Treasurer/Collector	GE-20	$64,369.50 - $80,691
Department Specialist	I-14	$22.23 - $27.87/hour
Department Assistant 2	I-13	$20.45 - $25.66/hour
Department Assistant 1	I-12	$18.66 - $23.42/hour
Finance Committee		
Finance Comm. Exec. Secretary	GE-19	$58,597.50 - $73,534.50
PUBLIC SAFETY		
Police Department		
Police Chief	Contract	Contract
Lieutenant	P-3	$113,468 - 126,473
Sergeant	P-2	$33.35 - $39.59/hour
Police Officer	P-1	$23.30 - $32.20/hour
Animal Control Officer	GU-16	$24.16 - $30.32/hour
Administrative Specialist	I-15	$24.39 - $30.60/hour
Police Maintenance Assistant	GU-15	$22.75 - $28.55/hour
Administrative Assistant	I-14	$22.23 - $27.87/hour
Department Assistant 2	I-13	$20.45 - $25.66/hour
Public Safety Dispatcher	GU-15	$22.75 - $28.55/hour
Fire Department		
Fire Chief	Contract	Contract
Deputy Fire Chief Operations	F-5	$49.81 - $54.45/hour
Deputy Fire Chief	F-4	$39.73 - $47.18/hour
Fire Captain	F-3	$37.75 - $41.27/hour
Fire Lieutenant	F-2	$32.02 - $37.96/hour
Firefighter	F-1	$24.12 - $32.06/hour
Fire Inspector (40 hours)	F-1	$25.33 - 33.64/hour
EMS Administrator (40 hours)	F-1	$25.33 - 33.64/hour

TITLE	GRADE	ANNUALIZED SALARY RANGE
Director of Administrative Services	IE-20	$64,681.50- $81,081
Administrative Assistant	I-14	$22.23 - $27.87/hour
Public Safety Dispatch Super.	GU-19	$28.17 - $35.35/hour
Public Safety Dispatcher	GU-15	$22.75 - $28.55/hour
Building		
Building Commissioner	K-24	$93,864 - $116,400
Assistant Building Commissioner	GE-21	$68,971.50 - $86,560.50
Inspector of Plumbing and Gas	G-19	$30.05 - $37.71/hour
Inspector of Wires	G-19	$30.05 - $37.71/hour
Local Building Inspector	G-20	$33.01 - $41.38/hour
Administrative Specialist	I-15	$24.39 - $30.60/hour
Department Assistant 2	I-13	$20.45 - $25.66/hour
PUBLIC WORKS		
Administration		
Director of Public Works	K-28	$124,152 - $153,936
Assistant Director of Public Works	K-26	$109,032 - $135,192
Director of Finance & Administration/Public Services	K-24	$93,864 - $116,400
Senior Admin. Coordinator	I-17	$26.67 - $33.45/hour
Department Specialist	I-14	$22.23 - $27.87/hour
Department Assistant 2	I-13	$20.45 - $25.66/hour
Administrative Specialist	I-15	$24.39 - $30.60/hour
Administrative Analyst	GE-18	$53,391.00 - $66,982.50
Compliance Coordinator	GE-20	$64,369.50 - $80,691
Engineering Division		
Town Engineer	K-26	$109,032 - $135,192
Assistant Town Engineer	GE-22	$73,846.50 - $92,664.00
Contract Administrator	GE-21	$68,971.50 - $86,560.50
Civil Engineer	GE-19	$58,597.50 - $73,534.50
Survey Party Chief	GU-18	$25.67 - $32.20/hour
Senior AutoCad Technicain	GU-19	$58,597.50 - $73,534.50
AutoCad Technician	GU-16	$24.16 - $30.32/hour
Engineering Aide	GU-15	$22.75 - $28.55/hour
Garage Division		
Fleet Supervisor	K-22	$78,720 - $97,608
Master Mechanic	W-7	$28.94 - $34.36/hour
Equipment Mechanic	W-5	$24.47 - $29.28/hour
Highway Division		
Division Super. Highway	K-24	$93,864 - $116,400
Assistant Superintendent - Highway	GE-20	$64,369.50 - $80,691.00
Public Works Specialist 2	W-5	$24.47 - $29.28/hour

TITLE	GRADE	ANNUALIZED SALARY RANGE
Public Works Technician	W-5	$24.47 - $29.28/hour
Working Foreman	W-6	$26.41 - $31.63/hour
Laborer 2	W-2	$20.01 - $24.10/hour
HMEO	W-4	$22.80 - $27.40/hour
Craftsworker	W-4	$22.80 - 27.40/hour
Park & Forestry Division		
Division Super. Parks	K-24	$93,864 - $116,400
Assistant Superintendent - Parks	GE-20	$64,369.50 - $80,691.00
Working Foreman	W-6	$26.41 - $31.63/hour
Tree Climber	W-4	$22.80 - $27.40/hour
Craftsworker	BT-2	$24.65 - $29.66/hour
HMEO	W-4	$22.80 - $27.40/hour
Laborer 3	W-3	$21.44 - $25.69/hour
Laborer 2	W-2	$20.01 - $24.10/hour
Recycling & Transfer Station		
Division Super. Solid Waste	K-24	$93,864 - $116,400
Assistant Superintendent - RTS	GE-20	$64,369.50 - $80,691.00
Working Foreman	W-6	$26.41 - $31.63/hour
Public Works Specialist 1	W-4	$22.80 - $27.40/hour
HMEO	W-4	$22.80 - $27.40/hour
Laborer 2	W-2	$20.01 - $24.10/hour
Water Division		
Division Super. Water & Sewer	K-24	$93,864 - $116,400
Water Treatment Facility Manager	GE-21	$68,971.50 - $86,560.50
Pumping Station Operator	W-5	$24.47 - $29.28/hour
Public Works Inspector	W-6	$26.41 - $31.63/hour
Working Foreman	W-6	$26.41 - $31.63/hour
Public Works Technician	W-5	$24.47 - $29.28/hour
HMEO	W-4	$22.80 - $27.40/hour
Craftsworker	BT-2	$24.65 - $29.66/hour
Laborer 3	W-3	$21.44 - $25.69/hour
Laborer 2	W-2	$20.01 - $24.10/hour
Building Maintenance Division		
Director of Building Maintenance	K-26	$109,032 - $135,192
Facility Operations Shift Supervisor	GE-20	$64,369.50 - $80,691.00
Department Specialist	I-14	$22.23 - $27.87/hour
Administrative Analyst	GE-18	$53,391.00 - $66,982.50
Department Assistant 2	I-13	$20.45 - $25.66/hour
Senior Custodian 1	BC-2	$22.93 - $27.41/hour
Senior Custodian 2	BC-3	$24.06 - $28.77/hour
Custodian	BC-1	$19.99 - $23.89/hour
Warehouse Person	BT-1	$22.44 - $26.99/hour

TITLE	GRADE	ANNUALIZED SALARY RANGE
HVAC Technician	BT-4	$30.88 - $37.17/hour
Carpenter	BT-3	$27.08 - $32.59/hour
Craftsworker	BT-2	$24.65 - $29.66/hour
Plumber	BT-3	$27.08 - $32.59/hour
Electrician	BT-3	$27.08 - $32.59/hour
Sewer Division		
Assistant Superintendent - Sewer & Water	GE-20	$64,369.50 - $80,691.00
HMEO	W-4	$22.80 - $27.40/hour
Pumping Station Operator	W-5	$24.47 - $29.28/hour
Chief Pumping Station Operator	W-7	$28.94 - $34.36/hour
Public Works Inspector	W-6	$26.41 - $31.63/hour
Working Foreman	W-6	$26.41 - $31.63/hour
Craftsworker	BT-2	$24.65 - $29.66/hour
PUBLIC FACILITIES		
Division of Public Facilities		
Director of Design & Construction	K-26	$109,032 - $135,192
Senior Project Manager	K-24	$93,864 - $116,400
Project Manager	K-22	$78,720 - $97,608
Administrative Specialist	I-15	$24.39 - $30.60/hour
HEALTH AND HUMAN SERVICES		
Division of Public Health		
Director of Health and Human Services	K-25	$101,448 - $125,808
Assistant Director of Public Health	GE-22	$73,846.50 - $92,664
Environmental Health Agent	I-20	$33.17 - $41.58/hour
Public Health Nurse	IE-20	$64,681.50 - $81,081
Program Coordinator	G-16	$25.77 - $32.34/hour
Sr. Substance Use and Prevention Program Coordinator	G-20	$33.01 - $41.38/hour
Administrative Coordinator	I-15	$24.39 - $30.60/hour
Department Assistant 2	I-13	$20.45 - $25.66/hour
Division of Aging Services		
Director of Aging Services	K-24	$93,864 - $116,400
Assistant Director of Aging Services	GE-20	$64369.50 - $80,691
Administrative Assistant	I-14	$22.23 - $27.87/hour
Program Coordinator	G-16	$25.77 - $32.34/hour
Assistant Program Coordinator	G-15	$24.27 - $30.45/hour
Program Support Assistant III	I-18	$27.51 - $34.52/hour
Social Worker 2	IE-19	$58,890 - $73,885.50

TITLE	GRADE	ANNUALIZED SALARY RANGE
Division of Youth Services		
Director of Youth Services	K-23	$86,304 - $107,016
Social Worker 2	IE-19	$58,890 - $73,885.50
Administrative Assistant	I-14	$22.23 - $27.87/hour
PLANNING & COMMUNITY DEVELOPMENT		
Planning		
Director of Planning & Comm. Develop	K-25	$101,448 - $125,808
Assistant Town Planner	GE-19	$58,597.50 - $73,534.50
Director of Economic Development	K-22	$78,720 - $97,608
Administrative Assistant	I-14	$22.23 - $27.87/hour
Community Development		
Director of Conservation	K-22	$78,720 - $97,608
Administrative Specialist	I-15	$24.39 - $30.60/hour
Conservation Specialist	I-17	$26.67 - $33.45/hour
CULTURE AND LEISURE SERVICES		
Library		
Director of Public Library	K-24	$93,864 - $116,400
Assistant Director of Public Library	GE-21	$68,971.50 - $86,560.50
Library Reference Supervisor	GE-19	$58,597.50 - $73,534.50
Library Children's Supervisor	GE-19	$58,597.50 - $73,534.50
Library Technology Specialist/Archivist	GE-19	$58,597.50 - $73,534.50
Library Technical Services Supervisor	GE-19	$58,597.50 - $73,534.50
Reference Librarian/Audio Visual Specialist	GE-18	$53,391 - $66,982.50
Reference Librarian/Program Specialist	GE-18	$53,391 - $66,982.50
Library Circulation Supervisor	GE-17	$51,753 - 64,915.5
Assistant Children's Librarian	G-15	$24.27 - $30.45/hour
Assistant Cataloger	G-14	$22.12 - $27.74/hour
Administrative Specialist	I-15	$24.39 - $30.60/hour
Library Assistant PT	G-13	$20.35 - $25.53/hour
Library Assistant FT	G-13	$20.35 - $25.53/hour
Park & Recreation		
Director of Park and Recreation	K-24	$93,864 - $116,400
Assistant Director, Park & Recreation	GE-20	$64,369.50 - $80,691
Recreation Supervisor	I-16	$25.89 - $32.50/hour
Administrative Specialist	I-15	$24.39 - $30.60/hour

NEEDHAM PUBLIC SCHOOLS

OPERATING BUDGET CLASSIFICATION	Budgeted FY 2014 Funded FTE	Budgeted FY 2014 Salary * Minimum	Budgeted FY 2014 Salary * Maximum	Budgeted FY 2015 Funded FTE	Budgeted FY 2015 Salary * Minimum	Budgeted FY 2015 Salary * Maximum	Budgeted FY 2016 Funded FTE	Budgeted FY 2016 Salary * Minimum	Budgeted FY 2016 Salary * Maximum	Budgeted FY 2017 Funded FTE	Budgeted FY2017 Salary * Minimum	Budgeted FY2017 Salary * Maximum
Superintendent	1.00	191,617		1.00	198,324		1.00	207,249		1.00	216,575	
Central Administrators	4.00	134,890	147,528	4.00	134,000	153,429	4.00	139,000	167,000	4.00	144,000	167,000
High School Principal	1.00	142,865		1.00	148,437		1.00	153,000	168,000	1.00	146,000	168,000
Middle School Principals	2.00	123,524	127,371	2.00	127,500	128,156	2.00	130,000	144,000	2.00	130,000	144,000
Elementary Principals	5.00	114,080	136,496	5.00	120,664	141,956	5.00	126,000	137,000	5.00	124,500	132,000
High School Assistant Principals	3.00	85,640	120,134	3.00	89,065	124,939	3.00	91,514	128,375	3.00	92,887	130,300
Middle School Assistant Principals	2.00	79,857	113,718	2.40	84,266	119,998	2.40	86,584	123,298	2.40	87,883	125,147
Elementary Assistant Principals	1.50	73,149	107,364	3.00	76,075	111,658	3.00	78,168	114,729	3.00	79,340	116,450
K-12 Directors	7.00	72,552	115,308	7.00	77,439	122,646	7.00	79,569	126,019	7.00	80,762	130,520
Directors of Special Education	3.00	81,804	122,573	3.50	77,931	124,037	3.50	80,074	127,448	2.50	81,275	130,520
Special Education 6-8 Curriculum Coordinators	6.67	73,418	109,982	3.97	78,313	115,857	5.47	80,466	119,043	10.97	81,673	120,828
Assistant Athletic Director **				0.50	52,000		0.50	54,080		0.50	56,243	
Department Chairs K-8 Curriculum Coordinators	7.00	73,418	108,616	5.90	78,313	118,753	8.30	80,466	122,019	5.00	83,715	123,849
Teachers/ Guidance Counselors/ Psychologists/ Therap	438.06	44,621	93,520	466.97	46,294	97,027	468.38	47,058	99,307	475.69	47,764	100,797
Nurses	8.45	44,621	93,520	8.56	46,294	97,027	8.56	47,058	99,307	10.06	47,764	100,797
Instructional Assistants	103.08	$15.71976/hr	$31.30930/hr	99.15	$15.79836/hr	$31.36164/hr	104.59	$15.87735/hr	$32.8199/hr	104.75	$16.03613/hr	$33.14810/hr
Permanent Substitutes	2.29	$14.87/hr		2.29	$15.17/hr		2.29	$15.47/hr		3.29	$15.70/hr	
Network Administrator Engineer	1.00	98,180		1.50	67,000	102,107	1.50	69,680	110,439	2.00	69,680	110,439
Information Technology Database Administrators	2.00	75,312	86,878	2.50	53,000	90,353	3.00	53,000	119,600	4.00	53,000	119,600
Instructional Technology Operations Manager				1.00	72,500		1.00	NA	NA	-	NA	NA
Computer Technicians	7.00	$23.6965/hr	$29.9664/hr	8.00	$24.1704/hr	$31.0213/hr	7.00	$24.8472/hr	$31.8898/hr	6.50	$25.5429/hr	$32.7828/hr
School Office Assistants	12.36	$14.3892/hr	$18.9384/hr	12.54	$14.6770/hr	$19.5104/hr	12.54	$15.0879/hr	$20.0567/hr	12.17	$15.5104/hr	$20.6182/hr
Mail Carrier Production Center Operator	1.00	$17.6876/hr	$23.2884/hr	1.00	$18.0414/hr	$23.9917/hr	1.00	$18.5465/hr	$24.6634/hr	1.00	$19.0658/hr	$25.3540/hr
Secretaries Accounts Payable Bookkeepers Payroll C	33.64	$17.6876/hr	$28.2471/hr	33.04	$18.0414/hr	$29.1001/hr	32.7	$18.5465/hr	$29.9149/hr	34.29	$19.0658/hr	$30.7525/hr
Director of Planning & Community Education **	0.10	103,750		0.10	107,900		0.10	107,900	116,705	0.20	107,900	116,705
Volunteeer Coordinator **	0.09	56,598		0.09	58,862		0.09	56,598	61,215	0.09	56,598	61,215
Executive/Administrative Secretaries **	5.00	$32.1099/hr	$42.0516/hr	5.00	57,710	82,580	5.00	57,710	89,319	3.97	57,710	89,319
Bus/Van Drivers	5.86	$15.11/hr	$16.78/hr	5.86	$15.49/hr	$17.20/hr	6.57	$15.49/hr	$24.67/hr	6.57	$16.27/hr	$24.67/hr
Bus Van Monitors	0.71	$13.11/hr	$14.55/hr	1.14	$13.44/hr	$14.91/hr	1.29	$13.44/hr	$15.67/hr	1.29	$14.12/hr	$15.67/hr
Human Resources Specialist **	1.00	51,356		1.00	$29.23/hr		1.00	58,000	60,320	0.98	58,000	60,320
Lead Payroll Supervisor **				1.00	61,360		1.00	61,360	66,367	0.97	61,360	66,367
Lead Accountant **	0.20	62,213		0.20	65,634		0.20	65,634	73,052	0.98	65,634	73,052
Business Coordinator	1.00	71,120		1.00	65,520		1.00	65,520		1.00	75,032	
Asst. Director Finance & Human Resources				1.00	75,032		1.00	83,512		1.00	94,000	
Total	665.91			695.20			705.97			718.16		
							-			-		

* All salares expressed in full-time equivalent terms

** Partially Funded in Operating Budget

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DEBT APPENDIX A

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Town of Needham - Debt Service Appendix A

TOWN OF NEEDHAM SCHEDULE OF ISSUED LONG TERM DEBT SERVICE

Project	TM Vote	Art	Amount Issued	Final Maturity	Average Rate*	DEBT SERVICE 2019	DEBT SERVICE 2020	DEBT SERVICE 2021	DEBT SERVICE 2022	DEBT SERVICE 2023	DEBT SERVICE 2024	DEBT SERVICE 2025 - 2029	DEBT SERVICE After 2029
Central Ave & Elliot Street Bridge Construction	May-15	43	$500,000	Jan-27	4.00%	68,000	66,000	64,000	62,000	60,000	58,000	162,000	
Central Ave & Elliot Street Bridge Design	May-14	39	$250,000	Nov-18	3.67%	63,750							
DPW Garage Bays	May-13	42	$800,000	May-24	2.09%	90,000	88,400	86,800	85,200	83,600	82,000		
High School Cafeteria Construction	Nov-15	11	$1,500,000	Jan-27	4.00%	204,000	198,000	192,000	186,000	180,000	174,000	486,000	
Kendrick Street Bridge Repair	May-10	35	$750,000	Aug-21	2.21%	81,188	79,594	77,813	75,938				
MWPAT 98-92 (Stormwater)	May-98	7	$364,979	Aug-19	(see note)	29,874	28,567						
Pollard School Boiler Replacement	May-13	40	$565,000	Jul-21	3.22%	78,050	75,950	73,500	71,050				
Pollard School Roof Replacement	Nov-10	10	$725,000	Jul-22	3.67%	82,600	79,800	77,000	74,200	71,400			
Property Acquisition - 37-39 Lincoln Street	May-12	31	$605,000	Nov-32	3.39%	44,550	43,350	42,300	41,400	40,500	39,600	184,331	129,169
Property Acquisition - 51 Lincoln Street	Nov-12	17	$950,000	Nov-32	3.39%	72,575	70,575	68,825	67,325	65,825	59,400	276,497	193,753
Property Acquisition - 59 Lincoln & 89 School Streets	May-12	8	$1,005,000	Nov-32	3.39%	74,250	72,250	70,500	69,000	67,500	66,000	307,219	215,281
Property Acquisition - 66 - 70 Chestnut Street	Nov-13	22	$1,330,000	Nov-33	3.35%	108,150	105,350	102,550	99,750	96,950	94,150	430,675	376,250
Property Acquisition 59 Lincoln Street & 89 School Street	May-12	8	$52,500	Jul-32	2.93%	4,105	3,985	3,865	3,745	3,625	3,505	12,625	8,458
Public Services Administration Building	Oct-08	5	$100,000	Jul-22	3.69%	11,800	11,400	11,000	10,600	10,200			
Public Services Administration Building (Series I)	Oct-08	5	$4,000,000	Aug-26	3.16%	306,225	299,325	292,125	284,625	276,825	268,725	677,663	
Public Services Administration Building (Series II)	Oct-08	5	$1,000,000	Dec-24	3.07%	80,488	78,538	86,438	84,094	81,563	78,938	76,313	
Public Works Infrastructure Program	May-12	33	$190,000	Nov-18	3.67%	48,450							
Public Works Infrastructure Program	May-13	41	$500,000	Nov-18	3.60%	127,500							
Public Works Infrastructure Program	May-14	38	$580,000	Nov-18	3.67%	147,900							
Public Works Infrastructure Program	May-15	42	$750,000	Jan-21	4.00%	222,000	214,000	156,000					

Town of Needham - Debt Service Appendix A

TOWN OF NEEDHAM SCHEDULE OF ISSUED LONG TERM DEBT SERVICE

Project	TM Vote	Art	Amount Issued	Final Maturity	Average Rate*	DEBT SERVICE 2019	DEBT SERVICE 2020	DEBT SERVICE 2021	DEBT SERVICE 2022	DEBT SERVICE 2023	DEBT SERVICE 2024	DEBT SERVICE 2025 - 2029	DEBT SERVICE After 2029
Senior Center (Series I)	Nov-11	14	$1,000,000	Nov-32	3.38%	73,506	71,506	69,756	68,256	66,756	65,256	303,500	193,753
Senior Center (Series II)	Nov-11	14	$5,050,000	Jul-33	3.54%	390,925	383,275	374,350	365,425	357,775	348,850	1,596,406	1,373,594
Senior Center (Series III)	Nov-11	14	$1,050,500	May-34	2.83%	77,100	76,000	74,900	73,800	72,700	71,600	313,400	276,250
Title V Loans	May-97	64	$85,894	Aug-19	(see note)	5,120	4,854						
Front-End Loader	May-16	46	$205,000	Jan-20	4.00%	RTS	41,600						
Central Avenue/Elliot Street Bridge	May-15	43	$240,000	Jul-21	5.00%		95,500	86,000	82,000				
Rosemary Recreational Complex	May-17	33	$2,260,000	Jul-28	5.00%		608,417	533,875	360,000	198,750	191,250	843,750	
High School Expansion Construction	Oct-17	13	$6,500,000	Jul-34	3.86%		1,367,708	871,000	838,500	489,125	472,875	2,120,625	2,125,500
Town Hall	May-09	35	$385,000	Aug-26	2.63%	30,781	30,250	29,656	29,031	28,375	27,656	78,453	
TOTAL GENERAL FUND						2,522,886	4,194,193	3,444,253	3,031,939	2,251,469	2,101,805	7,869,456	4,892,008
Broadmeadow School	May-00	31	$8,400,000	Nov-23	3.00%	801,325	771,225	741,425	708,700	678,000	642,600		
Eliot School	May-00	32	$2,562,000	Nov-24	3.94%	314,400	304,400	294,400	284,400	269,500	259,700	249,900	
High Rock & Pollard School Projects	May-07	41	$429,470	Aug-26	4.00%	78,285	75,660	68,360	66,160	63,960	56,860	155,150	
High Rock & Pollard School Projects (Series III)	May-07	41	$2,253,010	Aug-27	4.00%	358,623	342,460	327,160	312,060	297,160	287,360	1,010,750	
High Rock & Pollard School Projects (Series IV)	May-07	41	$10,500,000	Aug-28	3.35%	758,031	742,075	720,500	703,313	685,438	666,875	3,023,625	
High Rock School Design	Nov-06	9	$187,770	Aug-26	4.00%	32,934	31,840	30,840	29,840	28,840	27,840	61,950	
High School (Series IIA)	May-03	31	$2,991,900	Aug-24	4.00%	660,188	602,700	582,900	558,200	538,600	514,100	494,700	
High School (Series IIB)	Feb-05	1	$782,850	Aug-26	4.00%	138,234	128,740	124,740	115,840	112,040	108,240	300,450	
High School (Series III)	Feb-05	1	$3,850,000	Jun-28	3.42%	267,450	259,450	253,450	247,200	240,450	233,700	767,300	
High School Series 1	May-03	31	$4,775,000	Nov-25	3.97%	653,700	589,000	560,400	542,000	523,600	500,300	941,100	

Town of Needham - Debt Service Appendix A

TOWN OF NEEDHAM SCHEDULE OF ISSUED LONG TERM DEBT SERVICE

Project	TM Vote	Art	Amount Issued	Final Maturity	Average Rate*	DEBT SERVICE 2019	DEBT SERVICE 2020	DEBT SERVICE 2021	DEBT SERVICE 2022	DEBT SERVICE 2023	DEBT SERVICE 2024	DEBT SERVICE 2025 - 2029	DEBT SERVICE After 2029
Library Project	May-03	30	$6,510,000	Dec-19	3.00%	830,475	796,775						
Newman School Extraordinary Repairs (Series I)	Nov-09	14	$1,000,000	Dec-19	2.62%	104,500	101,500						
Newman School Extraordinary Repairs (Series III)	Nov-09	14	$5,000,000	Oct-28	3.35%	383,750	373,600	359,600	348,925	341,050	332,650	1,482,475	
Newman School Extraordinary Repairs (Series IV)	Nov-09	14	$9,000,000	Jul-32	2.82%	646,420	628,340	610,260	592,180	574,100	556,020	2,604,300	1,883,580
Newman School Extraordinary Repairs (Series V)	Nov-09	14	$2,200,000	Nov-32	3.39%	163,350	158,950	155,100	151,800	148,500	145,200	675,881	473,619
Owens Farm Land Purchase	Nov-15	13	$7,000,000	Jan-42	3.70%	600,900	516,900	505,700	494,500	483,300	472,100	2,192,500	4,378,400
William School Construction Project	Oct-16	2	$18,000,000	Jul-43	3.53%		1,728,375	1,369,800	1,333,800	1,297,800	1,261,800	5,769,000	13,466,700
Property Acquisition - 609 Central Street	May-16	7	$730,000	Jan-39	3.68%	138,350	43,750	42,750	41,750	40,750	39,750	183,750	299,094
TOTAL GENERAL FUND EXCLUDED						6,930,914	8,195,740	6,747,385	6,530,668	6,323,088	6,105,095	19,912,831	20,501,393
Town Hall (Series II)	May-09	35	$3,500,000	Oct-28	3.36%	267,969	260,900	251,150	243,716	238,231	232,381	1,053,509	
Town Hall (Series III)	May-09	35	$1,225,000	Aug-26	2.63%	98,500	96,800	94,900	92,900	90,800	88,500	251,050	
Rosemary Recreational Complex	May-17	33	$4,000,000	Jul-37	3.57%		429,792	346,000	336,000	326,000	316,000	1,430,000	2,308,750
Town Hall (Series IV)	May-09	35	$970,000	Jul-30	2.80%	75,025	72,825	70,625	68,425	66,225	64,025	290,825	102,438
TOTAL COMMUNITY PRESERVATION FUND						441,494	860,317	762,675	741,041	721,256	700,906	3,025,384	2,411,188
Front-End Loader	May-16	46	$205,000	Jan-20	4.00%	58,800							
TOTAL RTS ENTERPRISE						58,800							

Town of Needham - Debt Service Appendix A

TOWN OF NEEDHAM SCHEDULE OF ISSUED LONG TERM DEBT SERVICE

Project	TM Vote	Art	Amount Issued	Final Maturity	Average Rate*	DEBT SERVICE 2019	DEBT SERVICE 2020	DEBT SERVICE 2021	DEBT SERVICE 2022	DEBT SERVICE 2023	DEBT SERVICE 2024	DEBT SERVICE 2025 - 2029	DEBT SERVICE After 2029
MWPAT 97-13	Oct-96	8	$67,700	Aug-18	(see note)	6,150							
MWPAT 97-33	Oct-96	7	$180,300	Aug-18	(see note)	16,195							
MWPAT 97-63	May-97	46	$1,019,778	Aug-18	(see note)	91,840							
MWPAT 98-10	May-97	42	$130,200	Aug-18	(see note)	11,685							
Sewer - West Street Force Main	May-98	59	$568,400	May-19	3.98%	67,600							
Sewer - West Street Pumping Station	May-98	58	$1,252,300	May-19	3.98%	147,680							
Sewer Pump Station GPA	May-05	49	$500,000	Jun-19	3.17%	52,000							
Sewer Pump Station GPA	May-08	45	$550,000	Aug-28	3.36%	40,438	39,575	33,750	32,969	32,156	31,313	166,338	
Sewer Pump Station Reservoir B	Nov-11	15	$6,034,290	Jan-33	2.15%	374,129	374,192	374,256	374,323	374,391	374,460	1,873,391	1,500,120
Sewer Rehabilitation - Rte. 128 Area	Nov-05	9	$145,000	Dec-19	2.59%	15,525	10,150						
Sewer Rehabilitation - Rte. 128 Area	Nov-05	9	$500,000	Nov-22	4.00%	109,100	105,300	77,000	74,200	71,400			
MWRA Sewer System Rehab - I/I Work	May-17	48	$179,548	May-23	Zero	35,910	35,910	35,910	35,910	35,910			
Sewer Rehabilitation - Rte. 128 Area	Nov-05	9	$320,000	Aug-28	3.39%	21,131	20,700	20,250	19,781	19,294	18,788	99,763	
TOTAL SEWER ENTERPRISE						989,382	585,826	541,166	537,182	533,150	424,560	2,139,491	1,500,120
MWPAT Water DWS-08-24	May-08	47	$765,335	Jul-30	2.00%	49,230	49,169	49,106	49,044	48,979	48,913	243,528	96,901
St Mary's Pump Station	May-13	47	$1,700,000	Nov-33	3.36%	138,750	135,150	131,550	127,950	124,350	120,750	552,225	472,550
St Mary's Pump Station	May-13	47	$1,995,000	May-34	2.85%	142,775	140,775	138,775	136,775	134,775	132,775	625,925	546,625
Water Distribution System Improvements	May-09	56	$400,000	Dec-24	3.02%	30,313	29,563	28,813	28,031	27,188	26,313	25,438	
Water Main Improvements	May-08	47	$400,000	Nov-20	3.95%	50,400	48,800	47,200	45,600	44,000	42,400	40,800	
Water Service Connections	May-06	70	$55,000	Aug-19	2.51%	5,219	5,075						

Town of Needham - Debt Service Appendix A

TOWN OF NEEDHAM SCHEDULE OF ISSUED LONG TERM DEBT SERVICE

Project	TM Vote	Art	Amount Issued	Final Maturity	Average Rate*	DEBT SERVICE 2019	DEBT SERVICE 2020	DEBT SERVICE 2021	DEBT SERVICE 2022	DEBT SERVICE 2023	DEBT SERVICE 2024	DEBT SERVICE 2025 - 2029	DEBT SERVICE After 2029
Water Storage Tank Rehabilitation	May-08	48	$655,000	Jun-19	3.16%	67,600							
Water System Rehabilitation	May-15	47	$260,000	Jan-20	4.00%	32,400	31,200						
Water System Rehabilitation - Rte. 128 Area	May-06	71	$212,000	Jun-19	3.16%	20,800							
Water System Rehabilitation - Rte. 128 Area	May-06	71	$638,000	Nov-22	4.00%	114,900	111,100	131,800	127,000	117,300			
Water System Rehabilitation - Rte. 128 Area	May-06	71	$100,000	Aug-28	3.41%	7,044	6,900	6,750	6,594	6,431	6,263	33,388	
Water Treatment Facility	May-96	47	$1,710,000	May-19	3.98%	204,360							
Water Service Connection Replacement (MWRA)	May-17	50	$1,000,000	May-28	Zero	100,000	100,000	100,000	100,000	100,000	100,000	400,000	
Water System Rehabilitation (MWRA)	May-17	51	$1,131,265	May-28	Zero	113,127	113,127	113,127	113,127	113,127	113,127	452,506	
Water Treatment Facility	Nov-97	18	$1,994,300	May-19	3.98%	240,760							
TOTAL WATER ENTERPRISE						1,317,676	770,858	747,120	734,120	716,149	590,540	2,373,809	1,116,076
TOTAL DEBT SERVICE						12,261,152	14,606,934	12,242,598	11,574,949	10,545,112	9,922,905	35,320,972	30,420,783

Note: Massachusetts Water Pollution Abatement Trust (MWPAT) loans include many communities and multiple loans and are restructured from time to time by the Trust. The program provides grants and other financial assistance which in some instances results in a low or no interest rate loan.

* Rate reflects the average coupon rate over the life of the loan.

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DEBT
APPENDIX
B

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Town of Needham - Open Authorizations Appendix B

Open and Authorized Projects and Proposed Projects Financed by Debt

Project	T M Vote	Article	Approved	Open or Requested Authorization
Open General Fund Projects				
High School Expansion Design	May-17	43	$950,000	$50,000
High School Expansion Construction	Oct-17	13	$11,125,000	$4,175,000
Memorial Park Building Project	May-18	30	$2,918,000	$2,918,000
Public Works Infrastructure Program	May-18	34	$250,000	$250,000
Public Works Storage Facility	May-18	35	$3,503,000	$3,503,000
TOTAL				$10,896,000
Proposed General Fund Projects for the 2019 ATM				
NONE				
TOTAL				$0
Open CPA Fund Projects				
Rosemary Recreational Complex	May-17	33	$8,000,000	$4,000,000
TOTAL				$4,000,000
Proposed CPA Fund Projects for the 2019 ATM				
NONE				
TOTAL				$0
Open RTS Enterprise Fund Projects				
RTS Property Improvements	May-18	37	$645,000	$645,000
TOTAL				$645,000

Town of Needham - Open Authorizations Appendix B

Open and Authorized Projects and Proposed Projects Financed by Debt

Project	T M Vote	Article	Approved	Open or Requested Authorization
Proposed RTS Enterprise Fund Projects for the 2019 ATM				
NONE				
TOTAL				$0
Open Sewer Enterprise Fund Projects				
Wastewater System Rehabilitation	May-17	48	$600,000	$273,550
TOTAL				$273,550
Proposed Sewer Enterprise Fund Projects for the 2019 ATM				
Sewer System Rehabilitation	Pending			$800,000
TOTAL				$800,000
Open Water Enterprise Fund Projects				
Water System Rehabilitation Program	May-15	47	$635,000	$307,000
Water Distribution System Improvements	May-17	51	$1,300,000	$168,735
TOTAL				$475,735
Proposed Water Enterprise Fund Projects for the 2019 ATM				
Water Distribution System Improvements	Pending			$4,500,000
TOTAL				$4,500,000

Town of Needham - Open Authorizations Appendix B

Open and Authorized Projects and Proposed Projects Financed by Debt

Project	T M Vote	Article	Approved	Open or Requested Authorization
Open General Fund Projects Funded by Debt Exclusion				
Williams Elementary School	Oct-16	2	$57,542,500	$22,808,740
Public Safety Building & Fire Station #2 Designs	Oct-17	11	$3,750,000	$3,750,000
Public Safety Building & Fire Station #2 Construction	Oct-18	10	$66,245,000	$66,245,000
SUB TOTAL				$92,803,740
Proposed General Fund Projects for the 2019 ATM to be Funded by Debt Exclusion				
NONE				
TOTAL				$0

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TOWN OF NEEDHAM

SPECIAL TOWN MEETING WARRANT

MONDAY, MAY 13, 2019

7:30 P.M.

JAMES HUGH POWERS HALL, NEEDHAM TOWN HALL

1471 HIGHLAND AVENUE

Additional information on particular warrant articles will be made available from time to time at www.needhamma.gov/townmeeting during the weeks leading up to the Special Town Meeting.

COMMONWEALTH OF MASSACHUSETTS

Norfolk, ss.

To either of the constables in the Town of Needham in said County, Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify the qualified Town Meeting Members of the Town of Needham to meet in the Needham Town Hall on:

MONDAY, THE THIRTEENTH DAY OF MAY, 2019

At 7:30 in the afternoon, then and there to act upon the following articles:

FINANCE ARTICLES

ARTICLE 1: APPROPRIATE FOR N^2 INNOVATION DISTRICT

To see if the Town will vote to raise and/or transfer and appropriate the sum of $20,000 for the purpose of supporting the N^2 Innovation District, said sum to be spent under the direction of the Town Manager and raised from the FY2020 Tax Levy; or take any other action relative thereto.

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The 2017 Annual Town Meeting appropriated $20,000 in matching funds to the N^2 Innovation District, under the auspices of the Newton Needham Chamber of Commerce. This contribution, in conjunction with funds provided by the City of Newton, helped the District leverage more than $300,000 in private sector support. The District hired a director, built a dedicated website, created branding and marketing materials, and provided advocacy and support for business and property owners. The District is seeking an additional contribution by the Town in the amount of $20,000 to help the District build on efforts to market the area to new employers and workers, including business attraction, place-making and advocacy initiatives.

ARTICLE 2: AMEND THE FY2019 OPERATING BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2019 Operating Budget adopted under Article 16 of the 2018 Annual Town Meeting, and amended under Article 4 of the October 10, 2018 Special Town Meeting, by deleting the amounts of money appropriated under some of the line items and appropriating the new amounts as follows:

Line Item	Appropriation	Changing From	Changing To
14A	Finance Department Salary & Wages	$1,905,197	$1,880,197
14B	Finance Department Expenses	$949,492	$959,492
14C	Finance Department Capital	$75,000	$90,000

or take any other action relative thereto.

INSERTED BY: Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: *This article seeks to amend the Town's operating budget for fiscal year 2019 by lowering salary and wages by $25,000 and increasing expenses by $10,000 and capital by $15,000. The Finance Department has had a long-term vacancy in the Treasurer/Collector's office which has proven difficult to fill. However, there was an increasing backlog of work which had to be performed, so the Department sought the assistance of temporary workers from an outside agency to help the office address immediate needs. Obtaining assistance from an outside agency is considered an expense not salary, so the Town needs to transfer funds from the salary and wages line to the expense line. There has been an increase in the number of laptops, computers, and peripherals needing replacement this year, and the $15,000 transfer from the salary and wages line to the capital line will allow for those replacements. The availability of funds in the salary and wages line is due to vacancies in the Department.*

COMMUNITY PRESERVATION ARTICLES

ARTICLE 3: AMEND THE FY2019 COMMUNITY PRESERVATION FUND BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2019 Community Preservation Fund budget adopted under Article 31 of the 2018 Annual Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating the new amounts as follows:

Line Item	Appropriation	Changing From	Changing To
B	Community Preservation Fund Annual Reserve	$1,025,153	$1,016,491
C	Community Housing Reserve	$289,000	$293,331
E	Open Space Reserve	$289,000	$293,331

or take any other action relative thereto.

INSERTED BY: Community Preservation Committee
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: *This appropriation is necessary to ensure that the Town meets the required 10% minimum funding in the two reserves for FY2019. The Town received an increase in its contribution from the Commonwealth in FY2019, which accounts for the need to increase the reserves. This article will transfer $8,662 from the discretionary annual reserve split evenly between the two specific reserves ($4,331 each).*

GENERAL ARTICLES

ARTICLE 4. AMEND GENERAL BY-LAWS NON-CRIMINAL DISPOSITION

To see if the Town will vote to amend Section 8.2.2.4 of the General By-Laws by inserting a new Sub-section V as follows:

"V. Street Occupancy Permit/Excavation in a Public Way (Sub-section 2.2.5.1.4)

Enforcement Agent: Director of Public Works or his or her designee
Fine Schedule:
$300 per offense"

Or take any other action relative thereto.

INSERTED BY: Select Board
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article Information: The Select Board is responsible for approving Grant of Location requests from public utilities intending to cross over or under the public way for the installation of wires and appurtenances. The Board has found that an increasing number of developers and contractors are completing the work prior to receiving the Grant of Location from the Board. The Grant of Location hearing is an important mechanism for ensuring that neighbors and abutters are able to ask questions and raise concerns with both the Town and the utility. The purpose of this General By-law amendment is to enable the Select Board to issue a fine to any individual who conducts evacuation in a public way without the proper authorization from the Town.

And you are hereby directed to serve this Warrant by posting copies thereof in not less than twenty public places in said Town at least fourteen (14) days before said meeting.

Hereof fail not and make due return of this warrant with your doings thereon unto our Town Clerk on or after said day and hour.

Given into our hands at Needham aforesaid this 10th day of April, 2019.

John A. Bulian, Chair
Maurice P. Handel, Vice Chair
Matthew D. Borrelli, Clerk
Marianne B. Cooley
Daniel P. Matthews
Select Board of Needham

A TRUE COPY
Attest:
Constable:

FISCAL YEAR 2019
(July 1, 2018 – June 30, 2019)

TOWN CLERK'S RECORDS

OF THE

STATE PRIMARY
Tuesday, September 4, 2018

SPECIAL TOWN MEETING
Wednesday, October 10, 2018

STATE ELECTION
Tuesday, November 6, 2018

SPECIAL TOWN MEETING
Tuesday, January 22., 2019

ANNUAL TOWN ELECTION
Tuesday, April 9, 2019

ANNUAL TOWN MEETING
Monday, May 6, 2019

SPECIAL TOWN MEETING
Monday, May 13, 2019

FISCAL YEAR 2019
(July 1, 2018 – June 30, 2019)

TOWN CLERK'S RECORDS

OF THE

STATE PRIMARY
Tuesday, September 4, 2018

SPECIAL TOWN MEETING
Wednesday, October 10, 2018

STATE ELECTION
Tuesday, November 6, 2018

SPECIAL TOWN MEETING
Tuesday, January 22., 2019

ANNUAL TOWN ELECTION
Tuesday, April 9, 2019

ANNUAL TOWN MEETING
Monday, May 6, 2019

SPECIAL TOWN MEETING
Monday, May 13, 2019

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Special Town Meeting – Monday, May 13, 2019

1.	Appropriate for N2 Innovation District	87
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RECORD OF THE STATE PRIMARY
Tuesday, September 4, 2018

Pursuant to a Warrant issued by the Selectmen July 24, 3 the Inhabitants of the Town of Needham qualified to vote in tions met at the polling places designated for the several incts in said Needham on Tuesday, the fourth day of tember in the year 2018 at seven o'clock in the forenoon for purpose of nominating State and Country officers. The polls ained open until 8:00 o'clock in the afternoon.

The meeting was called to order and the Wardens of the cincts read the Warrant and the Officer's Return.

The ballot boxes were inspected and found to be empty with the zero report printed. The boxes were then locked and keys delivered to the Police Officers in attendance.

The ballot clerks were sworn to the faithful performance heir duties by their respective Wardens.

The polling places had been designated as follows:

Precinct A - The Center at the Heights
Precinct B - The Center at the Heights
Precinct C - Newman School – Gymnasium
Precinct D - Newman School - Gymnasium
Precinct E - Broadmeadow School Performance Center
Precinct F - Needham High School – Gymnasium B
Precinct G - Needham High School – Gymnasium B
Precinct H - Broadmeadow School Performance Center
Precinct I- William Mitchell School - Gymnasium
Precinct J- William Mitchell School - Gymnasium

The polls were opened at seven o'clock in the forenoon id were kept open until eight o'clock in the afternoon.

Cards of instruction and specimen ballots were posted as quired by Section 48, Chapter 54 of the General Laws.

The ballot box returns in the Precincts were as follows:

PRECINCTS	A	B	C	D	E
7:00 A.M.	0	0	0	0	0
8:00 A.M.	33	31	27	43	40
9:00 A.M.	80	83	88	91	98
10:00 A.M	145	139	152	134	133
11:00 A.M.	185	270	230	198	203
12:00 NOON	215	340	277	241	244
1:00 P.M.	260	385	320	296	284
2:00 P.M.	301	421	360	345	319
3:00 P.M.	330	464	396	365	353
4:00 P.M.	375	508	441	408	380
5:00 P.M.	-	555	507	463	420
6:00 P.M.	-	625	560	535	511
7:00 P.M.	-	702	640	616	612
8:00 P.M.	604	758	704	677	694

PRECINCTS	F	G	H	I	J
7:00 A.M.	0	0	0	0	0
8:00 A.M.	36	40	103	57	42
9:00 A.M.	127	87	171	132	90
10:00 A.M.	160	150	219	167	218
11:00 A.M.	214	197	269	252	238
12:00 NOON	252	227	292	286	280
1:00 P.M.	281	262	325	317	310
2:00 P.M.	328	299	370	354	351
3:00 P.M.	353	320	397	395	369
4:00 P.M.	408	373	435	428	415
5:00 P.M.	473	455	500	488	468
6:00 P.M.	557	530	568	580	526
7:00 P.M.	648	636	656	673	621
8:00 P.M	724	729	740	759	699

The Town Clerk upon receipt of the returns from the several precincts forthwith canvassed the same and announced the official results at 10:52 P.M., September 4, 2018.

The total number of votes cast was as follows:

	Democrat	Republican	Libertarian	Total
Precinct A	471	131	2	604
Precinct B	594	162	3	759
Precinct C	561	143	0	704
Precinct D	540	137	0	677
Precinct E	574	119	1	694
Precinct F	602	125	1	728
Precinct G	591	140	0	731
Precinct H	576	169	0	745
Precinct I	645	117	0	762
Precinct J	582	117	3	702
TOTAL	**5,736**	**1,360**	**10**	**7,106**

(The absentee ballots are included in the Total Vote)
TOTAL VOTE CAST – 7,106
(33.9% of 20,949 Registered Voters or 32.2 % of 22,054 including 1105 inactive voters)

The result of the balloting was as follows:

	A	B	C	D	E	F	G	H	I	J	TOTAL
DEMOCRATIC PARTY											
Total # of Votes Cast	**471**	**594**	**561**	**540**	**574**	**602**	**591**	**576**	**645**	**582**	**5,736**
SENATOR IN CONGRESS (Vote for One)											
Elizabeth A. Warren	409	522	480	475	496	508	499	489	575	507	4960
Scattered Write-Ins:	9	7	11	8	13	7	17	9	6	11	98
Blanks	53	65	70	57	65	87	75	78	64	64	678
TOTAL	471	594	561	540	574	602	591	576	645	582	5736
GOVERNOR (Vote for One)											
Jay M. Gonzalez	327	415	409	414	400	443	458	391	507	418	4182
Bob Massie	46	74	48	46	72	71	52	66	60	61	596
Scattered Write-Ins:	4	6	3	10	6	8	5	7	7	3	59
Blanks	94	99	101	70	96	80	76	112	71	100	899
TOTAL	471	594	561	540	574	602	591	576	645	582	5736
LIEUTENANT GOVERNOR (Vote for One)											
Quentin Palfrey	197	269	262	269	254	273	293	266	333	272	2688
Jimmy Tingle	141	182	154	148	179	179	155	147	168	164	1617
Scattered Write-Ins:	1	0	0	0	4	2	3	4	2	2	18
Blanks	132	143	145	123	137	148	140	159	142	144	1413
TOTAL	471	594	561	540	574	602	591	576	645	582	5736
ATTORNEY GENERAL (Vote for One)											
Maura Healey	419	537	493	482	510	521	522	503	591	516	5094
Scattered Write-Ins:	2	2	2	1	3	3	5	3	2	3	26
Blanks	50	55	66	57	61	78	64	70	52	63	616
TOTAL	471	594	561	540	574	602	591	576	645	582	5736
SECRETARY OF STATE (Vote for One)											
William Francis Galvin	285	404	322	305	346	349	360	366	377	361	3475
Josh Zakim	166	158	206	215	206	216	191	176	233	189	1956
Scattered Write-Ins:	1	0	0	0	1	0	1	0	0	0	3
Blanks	19	32	33	20	21	37	39	34	35	32	302
TOTAL	471	594	561	540	574	602	591	576	645	582	5736
TREASURER (Vote for One)											
Deborah B. Goldberg	362	475	442	435	452	457	447	449	519	455	4493
Scattered Write-Ins:	2	3	2	0	0	1	3	1	2	3	17
Blanks	107	116	117	105	122	144	141	126	124	124	1226
TOTAL	471	594	561	540	574	602	591	576	645	582	5736

	A	B	C	D	E	F	G	H	I	J	TOTAL
DEMOCRATIC PARTY											
Total # of Votes Cast	**471**	**594**	**561**	**540**	**574**	**602**	**591**	**576**	**645**	**582**	**5,736**
AUDITOR (Vote for One)											
Suzanne M. Bump	335	459	423	420	428	435	425	431	495	437	4288
Scattered Write-Ins:	2	0	1	0	0	0	3	1	2	3	12
Blanks	134	135	137	120	146	167	163	144	148	142	1436
TOTAL	471	594	561	540	574	602	591	576	645	582	5736
REPRESENTATIVE IN CONGRESS (Fourth District) (Vote for One)											
Joseph P. Kennedy, III	432	545	515	498	523	540	542	502	588	519	5204
Gary J. Rucinski	24	29	29	28	31	42	26	44	38	37	328
Scattered Write-Ins:	0	1	0	0	0	0	2	1	1	0	5
Blanks	15	19	17	14	20	20	21	29	18	26	199
TOTAL	471	594	561	540	574	602	591	576	645	582	5736
COUNCILLOR (Second District) (Vote for One)											
Robert L. Jubinville	309	399	372	359	378	395	388	385	446	378	3809
Scattered Write-Ins:	1	4	3	0	3	2	2	2	3	6	26
Blanks	161	191	186	181	193	205	201	189	196	198	1901
TOTAL	471	594	561	540	574	602	591	576	645	582	5736
SENATOR IN GENERAL COURT (Norfolk, Bristol & Middlesex District) Precincts A,B,C,I,J) (Vote for One)											
Kristopher K. Aleksov	6	14	14	-	-	-	-	-	8	19	61
Jacqueline S. Katz	36	58	41	-	-	-	-	-	48	49	232
Rebecca L. Rausch	383	450	445	-	-	-	-	-	525	439	2242
Scattered Write-Ins:	0	0	0	-	-	-	-	-	4	2	6
Blanks	46	72	61	-	-	-	-	-	60	73	312
TOTAL	471	594	561	0	0	0	0	0	645	582	2853
SENATOR IN GENERAL COURT (Norfolk & Suffolk District) (Precincts D,E,F,G,H) (Vote for One)											
Michael F. Rush	-	-	-	370	388	412	413	403	-	-	1986
Scattered Write-Ins:	-	-	-	2	4	1	4	4	-	-	15
Blanks	-	-	-	168	182	189	174	169	-	-	882
TOTAL	0	0	0	540	574	602	591	576	0	0	2883
REPRESENTATIVE IN GENERAL COURT (Thirteenth Norfolk District) (Vote for One)											
Denise C. Garlick	342	476	418	388	452	444	482	423	504	435	4364
Theodore L. Steinberg	114	102	127	144	112	153	98	137	130	132	1249
Scattered Write-Ins:	1	0	0	0	0	0	1	1	1	0	4
Blanks	14	16	16	8	10	5	10	15	10	15	119
TOTAL	471	594	561	540	574	602	591	576	645	582	5736

	A	B	C	D	E	F	G	H	I	J	TOTAL
DEMOCRATIC PARTY											
Total # of Votes Cast	**471**	**594**	**561**	**540**	**574**	**602**	**591**	**576**	**645**	**582**	**5,736**
DISTRICT ATTORNEY (Norfolk District) (Vote for One)											
Michael W. Morrissey	339	447	410	394	409	425	423	415	499	418	4179
Scattered Write-Ins:	2	1	0	0	0	0	3	2	4	3	15
Blanks	130	146	151	146	165	177	165	159	142	161	1542
TOTAL	471	594	561	540	574	602	591	576	645	582	5736
CLERK OF COURTS (Norfolk County) (Vote for One)											
Walter F. Timilty, Jr.	336	435	409	395	401	421	412	411	476	414	4110
Scattered Write-Ins:	1	1	0	1	0	0	3	2	2	3	13
Blanks	134	158	152	144	173	181	176	163	167	165	1613
TOTAL	471	594	561	540	574	602	591	576	645	582	5736
REGISTER OF DEEDS (Norfolk District) (Vote for One)											
William P. O'Donnell	336	438	406	389	404	415	406	412	473	415	4094
Scattered Write-Ins:	0	0	0	0	0	0	3	2	3	2	10
Blanks	135	156	155	151	170	187	182	162	169	165	1632
TOTAL	471	594	561	540	574	602	591	576	645	582	5736
COUNTY COMMISSIONER (Norfolk County) (Vote for Not More Than Two)											
Peter H. Collins	321	420	397	371	383	405	400	402	459	399	3957
Scattered Write-Ins:	0	1	1	0	0	0	2	2	2	4	12
Blanks	150	173	163	169	191	197	189	172	184	179	1767
TOTAL	471	594	561	540	574	602	591	576	645	582	5736
COUNTY TREASURER (to Fill Vacancy) (Norfolk County) (Vote for One)											
James E. Timilty	329	431	404	385	397	412	408	406	469	405	4046
Scattered Write-Ins:	0	1	0	0	0	0	3	3	2	2	11
Blanks	142	162	157	155	177	190	180	167	174	175	1679
TOTAL	471	594	561	540	574	602	591	576	645	582	5736

	A	B	C	D	E	F	G	H	I	J	TOTAL
LIBERTARIAN											
'otal # of Votes Cast	**2**	**3**	**0**	**0**	**1**	**1**	**0**	**0**	**0**	**3**	**10**
SENATOR IN CONGRESS (Vote for One)											
No Nomination											
Scattered Write-Ins:	2	1	0	0	0	0	0	0	0	0	3
Blanks	0	2	0	0	1	1	0	0	0	3	7
TOTAL	2	3	0	0	1	1	0	0	0	3	10
GOVERNOR (Vote for One)											
No Nomination											
Scattered Write-Ins:	2	1	0	0	0	0	0	0	0	0	3
Blanks	0	2	0	0	1	1	0	0	0	3	7
TOTAL	2	3	0	0	1	1	0	0	0	3	10
LIEUTENANT GOVERNOR (Vote for One)											
No Nomination											
Scattered Write-Ins:	1	0	0	0	0	0	0	0	0	0	1
Blanks	1	3	0	0	1	1	0	0	0	3	9
TOTAL	2	3	0	0	1	1	0	0	0	3	10
ATTORNEY GENERAL (Vote for One)											
No Nomination											
Scattered Write-Ins:	1	0	0	0	0	0	0	0	0	0	1
Blanks	1	3	0	0	1	1	0	0	0	3	9
TOTAL	2	3	0	0	1	1	0	0	0	3	10
SECRETARY OF STATE (Vote for One)											
No Nomination											
Scattered Write-Ins:	1	0	0	0	0	0	0	0	0	0	1
Blanks	1	3	0	0	1	1	0	0	0	3	9
TOTAL	2	3	0	0	1	1	0	0	0	3	10
TREASURER (Vote for One)											
No Nomination											
Scattered Write-Ins:	1	0	0	0	0	0	0	0	0	0	1
Blanks	1	3	0	0	1	1	0	0	0	3	9
TOTAL	2	3	0	0	1	1	0	0	0	3	10
AUDITOR (Vote for One)											
Daniel Fishman	0	1	0	0	1	1	0	0	0	3	6
Scattered Write-Ins:	1	0	0	0	0	0	0	0	0	0	1
Blanks	1	2	0	0	0	0	0	0	0	0	3
TOTAL	2	3	0	0	1	1	0	0	0	3	10

	A	B	C	D	E	F	G	H	I	J	TOTAL
LIBERTARIAN											
Total # of Votes Cast	**2**	**3**	**0**	**0**	**1**	**1**	**0**	**0**	**0**	**3**	**10**
REPRESENTATIVE IN CONGRESS (Fourth District) (Vote for One)											
No Nomination											
Scattered Write-Ins:	2	0	0	0	0	1	0	0	0	0	3
Blanks	0	3	0	0	1	0	0	0	0	3	7
TOTAL	2	3	0	0	1	1	0	0	0	3	10
COUNCILLOR (Second District) (Vote for One)											
No Nomination											
Scattered Write-Ins:	0	0	0	0	0	0	0	0	0	0	0
Blanks	2	3	0	0	1	1	0	0	0	3	10
TOTAL	2	3	0	0	1	1	0	0	0	3	10
SENATOR IN GENERAL COURT (Norfolk, Bristol & Middlesex District) (Precincts A,B,C,I,J) (Vote for One)											
No Nomination											
Scattered Write-Ins:	1	0	0	-	-	-	-	-	0	0	1
Blanks	1	3	0	-	-	-	-	-	0	3	7
TOTAL	2	3	0	-	-	-	-	-	0	3	8
SENATOR IN GENERAL COURT (Norfolk & Suffolk District) (Precincts D,E,F,G,H) (Vote for One)											
No Nomination											
Scattered Write-Ins:	-	-	-	0	0	0	0	0	-	-	0
Blanks	-	-	-	0	1	1	0	0	-	-	2
TOTAL	-	-	-	0	1	1	0	0	-	-	2
REPRESENTATIVE IN GENERAL COURT (Thirteenth Norfolk District) (Vote for One)											
No Nomination											
Scattered Write-Ins:	1	0	0	0	0	0	0	0	0	1	2
Blanks	1	3	0	0	1	1	0	0	0	2	8
TOTAL	2	3	0	0	1	1	0	0	0	3	10
DISTRICT ATTORNEY (Norfolk District) (Vote for One)											
No Nomination											
Scattered Write-Ins:	0	0	0	0	0	0	0	0	0	0	0
Blanks	2	3	0	0	1	1	0	0	0	3	10
TOTAL	2	3	0	0	1	1	0	0	0	3	10
CLERK OF COURTS (Norfolk County) (Vote for One)											
No Nomination											
Scattered Write-Ins:	0	0	0	0	0	0	0	0	0	0	0
Blanks	2	3	0	0	1	1	0	0	0	3	10
TOTAL	2	3	0	0	1	1	0	0	0	3	10

	A	B	C	D	E	F	G	H	I	J	TOTAL
LIBERTARIAN											
otal # of Votes Cast	**2**	**3**	**0**	**0**	**1**	**1**	**0**	**0**	**0**	**3**	**10**
REGISTER OF DEEDS (Norfolk District) (Vote for One)											
No Nomination											
Scattered Write-Ins:	1	1	0	0	0	0	0	0	0	0	2
Blanks	1	2	0	0	1	1	0	0	0	3	8
TOTAL	2	3	0	0	1	1	0	0	0	3	10
COUNTY COMMISSIONER (Norfolk County) (Vote for One)											
No Nomination											
Scattered Write-Ins:	0	0	0	0	0	0	0	0	0	1	1
Blanks	2	3	0	0	1	1	0	0	0	2	9
TOTAL	2	3	0	0	1	1	0	0	0	3	10
COUNTY TREASURER (Norfolk County) (To Fill A Vacancy) (Vote for One)											
No Nomination											
Scattered Write-Ins:	0	0	0	0	0	0	0	0	0	0	0
Blanks	2	3	0	0	1	1	0	0	0	3	10
TOTAL	2	3	0	0	1	1	0	0	0	3	10

	A	B	C	D	E	F	G	H	I	J	TOTAL
REPUBLICAN PARTY											
Total # of Votes Cast	**131**	**162**	**143**	**137**	**119**	**125**	**140**	**169**	**117**	**117**	**1360**
SENATOR IN CONGRESS (Vote for One)											
Geoff Diehl	61	66	61	66	46	53	67	82	56	49	607
John Kingston	28	40	28	30	28	29	31	34	15	31	294
Beth Joyce Lindstrom	32	40	44	31	35	34	34	36	32	27	345
Scattered Write-Ins:	0	1	0	0	1	1	0	1	1	0	5
Blanks	10	15	10	10	9	8	8	16	13	10	109
TOTAL	131	162	143	137	119	125	140	169	117	117	1360
GOVERNOR (Vote for One)											
Charles D. Baker	88	114	103	107	96	79	112	122	96	96	1013
Scott D. Lively	39	44	40	28	20	45	27	40	18	20	321
Scattered Write-Ins:	0	1	0	1	0	0	0	2	0	0	4
Blanks	4	3	0	1	3	1	1	5	3	1	22
TOTAL	131	162	143	137	119	125	140	169	117	117	1360

	A	B	C	D	E	F	G	H	I	J	TOTAL
REPUBLICAN PARTY											
Total # of Votes Cast	**131**	**162**	**143**	**137**	**119**	**125**	**140**	**169**	**117**	**117**	**1360**
LIEUTENANT GOVERNOR (Vote for One)											
Karyn E. Polito	94	123	109	118	98	79	109	116	97	90	1033
Scattered Write-Ins:	4	1	0	2	0	2	1	2	0	1	13
Blanks	33	38	34	17	21	44	30	51	20	26	314
TOTAL	131	162	143	137	119	125	140	169	117	117	1360
ATTORNEY GENERAL (Vote for One)											
James R. McMahon, III	64	63	62	59	36	48	51	66	43	43	535
Daniel L. Shores	33	52	43	41	52	44	54	55	40	45	459
Scattered Write-Ins:	0	0	0	0	1	0	0	2	0	0	3
Blanks	34	47	38	37	30	33	35	46	34	29	363
TOTAL	131	162	143	137	119	125	140	169	117	117	1360
SECRETARY OF STATE (Vote for One)											
Anthony M. Amore	86	97	93	92	80	71	90	100	72	81	862
Scattered Write-Ins:	0	1	1	0	3	2	1	4	0	0	12
Blanks	45	64	49	45	36	52	49	65	45	36	486
TOTAL	131	162	143	137	119	125	140	169	117	117	1360
TEASURER (Vote for One)											
Keiko M. Orrall	85	95	87	87	77	73	81	103	74	82	844
Scattered Write-Ins:	0	1	0	0	0	0	0	1	0	0	2
Blanks	46	66	56	50	42	52	59	65	43	35	514
TOTAL	131	162	143	137	119	125	140	169	117	117	1360
AUDITOR (Vote for One)											
Helen Brady	84	93	89	89	77	71	79	97	75	77	831
Scattered Write-Ins:	0	0	0	0	0	0	0	1	0	0	1
Blanks	47	69	54	48	42	54	61	71	42	40	528
TOTAL	131	162	143	137	119	125	140	169	117	117	1360
REPRESENTATIVE IN CONGRESS (Fourth District) (Vote for One)											
No Nomination											
Scattered Write-Ins:	10	18	7	16	8	12	16	15	5	8	115
Blanks	121	144	136	121	111	113	124	154	112	109	1245
TOTAL	131	162	143	137	119	125	140	169	117	117	1360
COUNCILLOR (Second District) (Vote for One)											
No Nomination											
Scattered Write-Ins:	8	15	2	13	7	9	9	11	4	6	84
Blanks	123	147	141	124	112	116	131	158	113	111	1276
TOTAL	131	162	143	137	119	125	140	169	117	117	1360

REPUBLICAN PARTY

	A	B	C	D	E	F	G	H	I	J	TOTAL
Total # of Votes Cast	**131**	**162**	**143**	**137**	**119**	**125**	**140**	**169**	**117**	**117**	**1360**

SENATOR IN GENERAL COURT (Norfolk, Bristol & Middlesex District) (Precincts A,B,C,I,J) (Vote for One)

Richard J. Ross	91	104	104	-	-	-	-	-	85	89	473
Scattered Write-Ins:	1	1	0	-	-	-	-	-	1	0	3
Blanks	39	57	39	-	-	-	-	-	31	28	194
TOTAL	131	162	143	0	0	0	0	0	117	117	670

SENATOR IN GENERAL COURT (Norfolk & Suffolk District) (Precincts D,E,F,G,H) (Vote for One)

No Nomination	-	-	-	12	6	8	10	11	-	-	47
Scattered Write-Ins:	-	-	-	125	113	117	130	158	-	-	643
Blanks	-	-	-	137	119	125	140	169	-	-	690
TOTAL											

REPRESENTATIVE IN GENERAL COURT (Thirteenth Norfolk District) (Vote for One)

No Nomination	8	18	2	12	7	6	7	10	7	6	83
Scattered Write-Ins:	123	144	141	125	112	119	133	159	110	111	1277
Blanks	131	162	143	137	119	125	140	169	117	117	1360
TOTAL											

DISTRICT ATTORNEY (Norfolk District (Vote for One)

No Nomination	8	14	2	11	5	6	7	10	6	6	75
Scattered Write-Ins:	123	148	141	126	114	119	133	159	111	111	1285
Blanks	131	162	143	137	119	125	140	169	117	117	1360
TOTAL											

CLERK OF COURTS (Norfolk County) (Vote for One)

No Nomination	7	12	3	11	5	6	7	8	4	6	69
Scattered Write-Ins:	124	150	140	126	114	119	133	161	113	111	1291
Blanks	131	162	143	137	119	125	140	169	117	117	1360
TOTAL											

REGISTER OF DEEDS (Norfolk District) (Vote for One)

No Nomination	8	12	2	11	5	5	7	8	4	6	68
Scattered Write-Ins:	123	150	141	126	114	120	133	161	113	111	1292
Blanks	131	162	143	137	119	125	140	169	117	117	1360
TOTAL											

COUNTY COMMISSIONER (Norfolk County) (Vote for One)

No Nomination	7	13	2	10	5	5	6	8	4	8	68
Scattered Write-Ins:	124	149	141	127	114	120	134	161	113	109	1292
Blanks	131	162	143	137	119	125	140	169	117	117	1360
TOTAL											

	A	B	C	D	E	F	G	H	I	J	TOTAL
REPUBLICAN PARTY											
Total # of Votes Cast	**131**	**162**	**143**	**137**	**119**	**125**	**140**	**169**	**117**	**117**	**1360**
COUNTY TREASURER (To Fill Vacancy) (Norfolk County) (Vote for One)											
No Nomination											
Scattered Write-Ins:	8	12	2	11	5	6	6	8	4	5	67
Blanks	123	150	141	126	114	119	134	161	113	112	1293
TOTAL	131	162	143	137	119	125	140	169	117	117	1360

The ballots casts in the several precincts were returned to the Town Clerk in the sealed cases. The voting lists used at the entrances to the polling places and at the ballot boxes and copy of the precinct record of the election were also returned, all properly sealed in conformity with the laws governing elections.

Adjourned at 10:52 P.M., September 4, 2018.

Theodora K. Eaton, MMC
Town Clerk

A true Copy
ATTEST

RECORD OF SPECIAL TOWN MEETING
Wednesday, October 10, 2018

Pursuant to a Warrant issued by the Selectmen eptember 11, 2018 the Inhabitants of the Town of Needham ualified to vote in Town Affairs met in the James Hugh Powers reat Hall at the Needham Town Hall, Wednesday, October 10, 018, at 7:30 o'clock in the afternoon.

The checkers appointed by the Selectmen were sworn to e faithful performance of their duties by the Town Clerk.

Check lists were used and ___ voters, including 185 own Meeting Members, were checked on the list as being present nd 65 absent.

The Moderator, Michael K. Fee, called the meeting to rder at 7:30 o'clock. Town Meeting Members were requested to ise and join the Moderator in honoring our country by saluting he flag and reciting the Pledge of Allegiance.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

The call to the meeting and the officer's return were read by the Town Clerk, the reading of the articles in the Warrant being waived upon motion.

The Moderator stated that Town Meeting Members may only sit in the first eleven rows as indicated by the Marshall, Steven Jacques, and as signified by the pylons. He further noted that there are two microphones which must be used for comments from the floor. Tonight, these microphones are being provided to you by Noah Ramos and Lily Pendergast.

The Moderator announced the following ground rules and these were adopted unanimously:

1. Please rise to be recognized and address the Moderator as Chair. When a member is recognized by the Chair, please state your name and precinct clearly so that the Town Clerk may keep accurate records. If for some reason related to a disability a member cannot rise, shout "Mr. Moderator" or raise your hand high to inform the Chair so that appropriate accommodation may be made.

2. Anyone entering or exiting the Hall while we are in session must use care not to disrupt the session, in particular, must not allow the doors to slam.

3. No eating, drinking or smoking is permitted in the hall.

4. No firearms or weapons are permitted in the hall, except by law enforcement personnel.

5. No hats may be worn in the hall other than by uniformed personnel or for religious or medical reasons.

6. Members and all attendees must observe our rules of practice and civility. A speaker will be ruled out of order who refers to individuals or personalities or in the judgment of the Moderator, exceeds the bonds of civility. Please remember that we are ONE community and ONE Town Meeting Family with one common goal: the best interests of our town.

7. All commentary, remarks and inquiries must be addressed to the Moderator as Chair.

8. Your attention is drawn to the disclosure required by an attorney employed by one who has an interest in a matter as set forth in Art. I, Sec. 1.8 of the Needham General By-Laws.

9. Blank forms for lengthy motions are available from Town Counsel, Mr. Tobin, and should be employed. If lengthy or complicated motions are not drafted and submitted for review by the Moderator and Town Counsel prior to being placed on the floor, the speaker will yield the floor to another speaker while the drafting and formulation process is underway.

Special Note on zoning articles, Article 9. Zoning is complex and the subject of much effort prior to Town Meeting. As discussed in the Moderator's Memorandum to Town Meeting Members in connection with our Annual Town Meeting, if you contemplate making an amendment to one of these zoning articles, I request that you confer with the Planning Board ***in advance*** *and address questions or if necessary, work out with them in advance the wording and content of any amendments.*

10. Short motions to amend and procedural motions need not be in writing.

11. Parliamentary motions known as "points of information" and "points of order" shall be strictly construed so as not to elongate or permit debate after a motion to move the previous question has been placed on the floor.

12. Limits on debate shall be enforced by the Moderator.

13. Questions asked for general informational purposes unrelated to the matter under consideration by the meeting shall be ruled out of order.

14. As stated in the Moderator's memorandum to Town Meeting Members in connection with our Annual Town Meeting, inappropriate conduct involving the T.V. coverage or cameras shall be dealt with swiftly by the chair and will be deemed to be out of order and addressed swiftly and definitively by the chair.

15. The Moderator seeks unanimous consent to adopt the following rules of practice concerning debate:

Committee Chairpersons, Proponents of Articles including Citizen Petitioners, Attorneys representing proponents: **(15 Minutes inclusive per article)**

Town Meeting Members, non-Town Meeting Members, visitors other than attorneys: **(5 Minutes all-inclusive per article)**

Rules Concerning Budget Articles

In keeping with our tradition, I also seek your unanimous consent for a rule of procedure and debate for discussion under Article 4, Amendments to the Fiscal Year 2019 Operating Budget, as well as Articles 5, 6, and 7 amendments to the Enterprise Fund Budget articles. That rule would provide that a motion to amend under this article which adds funds to a particular line item will not be in order unless the movant identifies another line item or items that will be reduced in order to fund the proposed increase.

Hearing no objection, the Moderator finds unanimous consent that the rules of procedure and practice concerning debate as described

by the Moderator are voted and adopted and the Town Clerk will so record.

Announcements

The Moderator announced that the Town Clerk has provided an Early Voting Schedule prior to the State Election on November 6, 2018 on the back table.

There is a Property Tax Assistance to the elderly and disabled flyer and donation envelope provided by the Town Treasurer on the back table.

The Moderator advised that there were no changes in affirmative motions or and no motions to withdraw.

The Moderator announced that Articles 15 is subject to a motion to amend or other motions from their proponents or for other reasons cannot be passed by unanimous consent.

The Moderator then proceeded to call each article in the Warrant by number commencing with Article No. 1. No Town Meeting Members responded with "question" or "debate" to Articles 2, 3, 4, 5, 6, 7, 13, and 16. The Moderator then called the above-mentioned articles by number and no objection was heard to adoption by unanimous consent. It was so unanimously voted and the Town Clerk was requested to so record. As a result thereof, said articles and the votes thereunder are as follows:

ARTICLE 2: FUND COLLECTIVE BARGAINING AGREEMENT – NEEDHAM INDEPENDENT PUBLIC EMPLOYEE ASSOCIATION/DPW

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Needham Independent Public Employee Association, and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2019; or take any other action relative thereto.

Article Information: At the time of the printing of the warrant, the parties had not finalized this contract. The proposed agreement between the Town and the Union is for FY2019 – FY2021. Town Meeting approval is required for the first year of any collective bargaining agreement.

MOVED: That the Town vote to approve the funding of a collective bargaining agreement between the Town and the Needham Independent Public Employee Association, and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2019.

ACTION: So voted by Unanimous Consent.

ARTICLE 3: FUND COLLECTIVE BARGAINING AGREEMENT – INDEPENDENT TOWN WORKERS' ASSOCIATION

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Independent Town Workers' Association, and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2019; or take any other action relative thereto.

Article Information: At the time of the printing of the warrant, the parties had not finalized this contract. The proposed agreement between the Town and the Union is for FY2019 – FY2021. Town Meeting approval is required for the first year of any collective bargaining agreement.

MOVED: That the Town vote to approve the funding of a collective bargaining agreement between the Town and the Independent Town Workers' Association, and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2019.

ACTION: So voted by Unanimous Consent.

ARTICLE 4: AMEND THE FY2019 OPERATING BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2019 Operating Budget adopted under Article 16 of the 2018 Annual Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating the new amounts as follows:

Line Item	Appropriation	Changing From	Changing To
29B	Park & Recreation Expenses	$84,600	$100,715

and to meet this appropriation that $16,115 be raised from the tax levy; or take any other action relative thereto.

Article Information: The proposed appropriation will support an increase in the cost of contract cleaning for public bathrooms at parks and playing fields as a result of a new contract that began in FY2019.

MOVED: That the Town vote to amend and supersede certain parts of the fiscal year 2019 Operating Budget adopted under Article 16 of the 2018 Annual Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating the new amounts as follows:

Line Item	Appropriation	Changing From	Changing To
9B	Park & Recreation Expenses	$84,600	$100,715

id to meet this appropriation that $16,115 be raised from the tax levy

CTION: So voted by unanimous consent.

RTICLE 5: AMEND THE FY2019 RTS ENTERPRISE FUND BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2019 RTS Enterprise Fund adopted under Article 7 of the 2018 Annual Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating the new mounts as follows:

Line Item	Appropriation	Changing From	Changing To
101A	Salary & Wages	$801,914	$814,461

and to meet this appropriation that $12,547 be raised from RTS Enterprise Fund receipts; or take any other action relative thereto.

Article Information: The proposed appropriation of $12,547 reflects the expected cost of the tentative agreement between the Town and NIPEA for bargaining unit employees at the RTS.

MOVED: That the Town vote to amend and supersede certain parts of the fiscal year 2019 RTS Enterprise Fund adopted under Article 17 of the 2018 Annual Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating the new amounts as follows:

Line Item	Appropriation	Changing From	Changing To
101A	Salary & Wages	$801,914	$814,461

and to meet this appropriation that $12,547 be raised from RTS Enterprise Fund receipts.

ACTION: So voted by unanimous consent.

ARTICLE 6: AMEND THE FY2019 SEWER ENTERPRISE FUND BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2019 Sewer Enterprise Fund adopted under Article 18 of the 2018 Annual Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating the new amounts as follows:

Line Item	Appropriation	Changing From	Changing To
201A	Salary & Wages	$961,327	$978,169
201D	MWRA Assessment	$6,227,150	6,173,219

and that Sewer Enterprise Fund receipts be reduced by $37,089; or take any other action relative thereto.

Article Information: The proposed appropriation for salary and wages in the amount of $16,842 reflects the expected cost of the tentative agreement between the Town and NIPEA for bargaining unit employees in the Sewer Enterprise Fund. The final MWRA Assessment is $53,931 lower than the estimate used to set the FY2019 budget, resulting in a net decrease in the Enterprise Fund budget of $37,089.

MOVED : That the Town vote to amend and supersede certain parts of the fiscal year 2019 Sewer Enterprise Fund adopted under Article 18 of the 2018 Annual Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating the new amounts as follows:

Line Item	Appropriation	Changing From	Changing To
201A	Salary & Wages	$961,327	$978,169
201D	MWRA Assessment	$6,227,150	6,173,219

and that Sewer Enterprise Fund receipts be reduced by $37,089.

ACTION : So voted by unanimous consent.

ARTICLE 7: AMEND THE FY2019 WATER ENTERPRISE FUND BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2019 Water Enterprise Fund adopted under Article 19 of the 2018 Annual Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating the new amounts as follows:

Line Item	Appropriation	Changing From	Changing To
301A	Salary & Wages	$1,252,990	$1,272,879
301D	MWRA Assessment	$862,262	$856,049

and to meet this appropriation that $13,676 be raised from Water Enterprise Fund receipts; or take any other action relative thereto.

Article Information: *The proposed appropriation for salary and wages in the amount of $19,889 reflects the expected cost of the tentative agreements between the Town and ITWA and NIPEA for bargaining unit employees in the Water Enterprise Fund. The final MWRA Assessment is $6,213 lower than the estimate used to set the FY2019 budget, resulting in a net increase in the Enterprise Fund budget of $13,676.*

MOVED: That the Town vote to amend and supersede certain parts of the fiscal year 2019 Water Enterprise Fund adopted under Article 19 of the 2018 Annual Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating the new amounts as follows:

Line Item	Appropriation	Changing From	Changing To
301A	Salary & Wages	$1,252,990	$1,272,879
301D	MWRA Assessment	$862,262	$856,049

and to meet this appropriation that $13,676 be raised from Water Enterprise Fund receipts

ACTION: So voted by unanimous consent.

ARTICLE 13: RESCIND DEBT AUTHORIZATION

To see if the Town will vote to rescind a portion of certain authorizations to borrow, which were approved at prior town meetings, where the purposes of the borrowing have been completed, and/or it was unnecessary to borrow the full authorization:

Project	Town Meeting	Article	Authorized	Rescind
Sewer System Rehabilitation Work	2007 ATM	45	$1,806,800	$20
St Mary's Pumping Station Construction	2013 ATM	47	$5,565,100	$135,000
Central Avenue/Elliot Street Bridge Design	2014 ATM	39	$900,000	$425,000
Central Avenue/Elliot Street Bridge Construction	2015 ATM	43	$2,000,000	$120,000
RTS Fleet Replacement (Front-End Loader)	2016 ATM	46	$269,000	$1,000
Property Acquisition 609 Central Avenue	2016 May STM	7	$762,500	$32,500
Total				$713,520

or take any other action relative thereto.

rticle Information: When a project is financed by borrowing, the project has been completed, and the bills have been paid, the alance of the authorization that was not borrowed and not reserved for other project obligations may be rescinded. A Town Meeting vote to escind prevents the Town from borrowing the amount rescinded, and frees up borrowing capacity. In some cases, the full appropriation for a roject is not required, due to changes in scope, cost-saving measures, and/or favorable bids.

MOVED: That the Town vote to rescind a portion of certain authorizations to borrow, which were approved at prior town meetings, where the urposes of the borrowing have been completed, and/or it was unnecessary to borrow the full authorization:

Project	Town Meeting	Article	Authorized	Rescind
Sewer System Rehabilitation Work	2007 ATM	45	$1,806,800	$20
St Mary's Pumping Station Construction	2013 ATM	47	$5,565,100	$135,000
Central Avenue/Elliot Street Bridge Design	2014 ATM	39	$900,000	$425,000
Central Avenue/Elliot Street Bridge Construction	2015 ATM	43	$2,000,000	$120,000
RTS Fleet Replacement (Front-End Loader)	2016 ATM	46	$269,000	$1,000
Property Acquisition 609 Central Avenue	2016 May STM	7	$762,500	$32,500
Total				$713,520

ACTION: So voted by unanimous consent.

ARTICLE 16: AMEND GENERAL BY-LAW / NON-CRIMINAL DISPOSITION

To see if the Town will vote to amend the General By-Laws by inserting a new Section 8.2.2.9 Stormwater Regulation (Article 7) as follows:

" **8.2.2.9 Stormwater Regulation (Article 7)**
Enforcement Agent: Director of Public Works, Town Engineer
Fine Schedule
First Offense – Written Warning
Second Offense – failure to cure offense within 15 days' of notice of first offense - $50 - each day being a separate offense.
Subsequent Offenses – failure to cure offense within 15 days' notice of second offense - $100 - each day being a separate offense."

Or take any other action relative thereto.

Article Information: This article will amend the non-criminal disposition schedule to include stormwater regulations in the event that Town Meeting approves the General By-Law revisions contained in Article 15 of this warrant.

MOVED: That the Town vote to amend the General By-Laws by inserting a new Section 8.2.2.9 Stormwater Regulation (Article 7) as follows:

" **8.2.2.9 Stormwater Regulation (Article 7)**
Enforcement Agent: Director of Public Works, Town Engineer
Fine Schedule
First Offense – Written Warning
Second Offense – failure to cure offense within 15 days' of notice of first offense - $50 - each day being a separate offense.
Subsequent Offenses – failure to cure offense within 15 days' notice of second offense - $100 - each day being a separate offense."

ACTION: So voted by unanimous consent.

At this time the Moderator proceeded with the remaining articles in the warrant.

ARTICLE 1: FUND COLLECTIVE BARGAINING AGREEMENT – BUILDING CUSTODIAN/TRADES INDEPENDENT ASSOCIATION

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Building Custodian/Trades Independent Association, and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2019 and fiscal year 2020; or take any other action relative thereto.

Article Information: At the time of the printing of the warrant, the parties had not finalized this contract. The proposed agreement between the Town and BCTIA is for two contracts – FY2019 and FY2020 – FY2022. Town Meeting approval is required for the first year of any collective bargaining agreement, so both contracts are referenced in this article.

MOVED: That the Town vote to approve the funding of a collective bargaining agreement between the Town and the Building Custodian/Trades Independent Association, and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2019 and fiscal year 2020.

Mr. Daniel P. Matthews, Chairman, addressed this proposal on behalf of the Board of Selectmen. He explained that this agreement between the Town and the Building Custodian/Trades Independent Association is for two contracts. The first is a one-year contract for Fiscal Year 2019 and the second is a three-year contract for Fiscal Years 2020 – 2022. The Board of Selectmen unanimously requests approval of these agreements.

Mr. Richard J. Lunetta, Member, addressed this proposal on behalf of the Finance Committee. He recognized the hard work of both negotiating teams. He noted that the Finance Committee unanimously recommends adoption of Article 1.

In response to an inquiry from Ms. Marjorie M. Margolis, Mr. Matthews advised that the High School and Pollard Middle School have private nighttime cleaning services.

Upon request of the unanimous consent was given to allow Town Manager Kate Fitzpatrick, non-resident, to address Town Meeting. In response to an inquiry from Mr. Peter Panov, Ms. Fitzpatrick explained that town vehicles are monitored for performance and efficiency, but not for punitive purposes.

ACTION: The main motion was presented and carried by unanimous vote.

Articles 2, 3, 4, 5, 6, and 7 were passed by unanimous consent earlier this evening.

ARTICLE 8: APPROPRIATE FOR CONSULTING ASSISTANCE NEEDHAM 2025

To see if the Town will vote to raise and/or transfer and appropriate the sum of $75,000 for the purpose of funding consulting assistance for the Needham 2025 Project, said sum to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be raised from the Tax Levy; or take any other action relative thereto.

Article Information: The goal of the N2025 project is to gain a better understanding of the impact of commercial and residential growth on the Town's infrastructure, including but not limited to: traffic, transportation, water, sewer, drains, roads and bridges, technology, and school facilities; and to identify options for managing that impact. Over the years, the Town has conducted facility master plans, demographic analyses for future school needs planning, and build-out analyses for special projects and zoning initiatives. The N2025 project will provide a more complete Town-wide overview – identifying the reasonably anticipated range of commercial and residential growth by 2025, and the associated impact/pressure that may be placed on existing, planned, or prospective infrastructure by this growth and other regional trends. The review will have a baseline which includes the improvements made to Town infrastructure over the past ten years, and planned capital investment (such as the Mitchell School, the Pollard School, the School Administration Building, and the DPW Complex). Expert advice will be sought to identify gaps that may exist in our existing and planned infrastructure investment because of reasonably anticipated commercial and residential growth.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $75,000 for the purpose of funding consulting assistance for the Needham 2025 Project, said sum to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be raised from the Tax Levy.

Ms. Marianne B. Cooley, member, addressed this proposal on behalf of the Board of Selectmen. She noted that it is the goal of the N2025 project to gain a clearer understanding of the anticipated range of commercial and residential growth by 2025. She noted that the Board of Selectmen unanimously recommend adoption of this proposal.

Mr. Richard M. Reilly, member, noted that the Finance Committee was originally concerned that the proposal originally lacked focus. However, at this time the Finance Committee unanimously approves adoption of Article 8.

ACTION: After a brief discussion the main motion was presented and carried by unanimous vote.

ARTICLE 9: AMEND ZONING BY-LAW – WIRELESS COMMUNICATIONS FACILITIES

To see if the Town will vote to amend the Needham Zoning By-Law as follows:

(1) In Section 6.7, Wireless Communications Facilities, Subsection 6.7.3.3, Special Permit, by inserting a new paragraph (i), to read as follows:

"(i) Wireless Communication Equipment serving the Town of Needham's public safety communication purposes, located on a preexisting and lawfully permitted free standing monopole or lattice tower, and ground based equipment accessory thereto."

(2) In Section 6.7, Wireless Communications Facilities, Subsection 6.7.3.3, Special Permit, by inserting a new paragraph (j), to read as follows:

"(j) Free standing monopole owned and operated by the Town of Needham for public safety communication purposes exclusively, and wireless communication equipment accessory thereto, where such monopole and equipment are located on the site of the Town of Needham's Police and Fire Department Headquarters, as shown on the "Lot Consolidation Plan of Land 70 & 88 Chestnut Street, 89 & 99 School Street, and 43 Lincoln Street Prepared for the Town of Needham, Massachusetts" dated July 23, 2018 and to be recorded with the Norfolk County Registry of Deeds, and do not exceed 130 feet in height."

(3) In Section 6.7, Wireless Communications Facilities, Subsection 6.7.3.3, Special Permit, by inserting a new paragraph (k), to read as follows:

"(k) Free standing monopole or free-standing lattice tower, owned and operated by the Town of Needham for public safety communication purposes, and wireless communication equipment accessory thereto, where such monopole, lattice tower, and equipment are located on the site of the Town of Needham's Recycling and Transfer Station, shown of record as the lot containing 71.667 +/- acres on the "Plan of Land in Needham, Mass. Showing Property of the Town of Needham

" dated February 11, 1991 and recorded with the Norfolk County Registry of Deeds in Plan Book 619 at Page 36 and Lot 2 on Land Court Subdivision Plan 21906-C, all of said land being within the Wireless Communications Facilities Tower Overlay District, and do not exceed 199 feet in height."

(4) In Section 6.7, Wireless Communications Facilities, Subsection 6.7.2, Definitions, by revising the definition of the term "Wireless Communication Equipment" so that it shall read as follows (new language underlined):

"Wireless Communication Equipment – any device or other apparatus, fixed at a location, for transmission and reception of telecommunication that performs the function of antennas, together with any supporting structures, equipment and facilities ancillary and/or accessory thereto, including, but not limited to panel antennas, whip antennas, free-standing monopoles (not lattice shaped towers except as allowed in sections 6.7.3.1 (b), 6.7.3.1 (c), 6.7.3.3 (h) and 6.7.3.3 (k) below), dish and cone shaped antennas, satellite earth station antennas, personal wireless communication systems facilities, paging service facilities, cellular telephone service facilities, commercial mobile radio service facilities and related equipment boxes serving personal wireless services exclusively or, for purposes of this section 6.7, serving municipal public safety communication purposes."

(5) In Section 6.7, Wireless Communication Facilities, Subsection 6.7.3.3, Special Permit, by revising paragraph (h) to read as follows (new language underlined):

"(h) Free standing monopoles and free-standing lattice towers serving personal wireless services located in the Wireless Communications Facilities Tower Overlay District which meet the criteria outlined in section 3.7.3.2(b)."

(6) In Section 6.7, Wireless Communication Facilities, Subsection 6.7.3.2, Prohibited, by revising the first paragraph so that it shall read as follows (new language underlined):

"Lattice style towers, guyed towers, and facilities requiring three or more legs and/or guy wires for support shall not be allowed except for those uses set forth in 6.7.3.1 (b), 6.7.3.1 (c), 6.7.3.3 (h), and 6.7.3.3 (k). Lattice style towers, guyed towers, and facilities requiring three or more legs and/or guy wires existing or approved on the effective date of this by-law may be used for wireless communications equipment, subject to section 6.7.3.3 (f)."

(7) In Section 6.7, Wireless Communication Facilities, Subsection 6.7.5, Decision Criteria, by inserting a new paragraph (q), to read as follows:

"(q) Free standing monopoles and free-standing lattice towers, owned and operated by the Town of Needham for public safety communication purposes that are located within the Wireless Communications Facilities Tower Overlay District shall be subject to Section 3.7.3.2(b)(2) and 3.7.3.2(b)(4)."

(8) In Section 3.7, Wireless Communications Facilities Towers Overlay District, Subsection 3.7.3.2, Special Permit Uses, by revising paragraph (b) to read as follows (new language underlined):

"(b) Free-standing monopoles and free-standing lattice towers serving personal wireless services which meet the following criteria."

Or take any other action relative thereto.

Article Information: The Town is currently designing a new public safety communications system to replace the existing system that has significant gaps in coverage, is unreliable, and is failing. This is the system that both Police and Fire use to communicate between the dispatch center and personnel in the field. As currently planned, this new system involves a new 120 foot radio antenna monopole at the Police and Fire Station on Chestnut, Lincoln and School Streets, and a new 199 foot tower located at the Recycling and Transfer Station. The Town is also working to secure an antenna location on an existing commercial wireless communication tower near Cabot Street, and a site for a new communication tower on Commonwealth-owned land located next to the Norfolk County Sheriff's Office at 200 West Street in Dedham.

The Zoning By-Law does not currently allow municipal public safety communications facilities anywhere in Town. Accordingly, the purpose of this zoning amendment is to allow by special permit, the three kinds of public safety communications facilities that would be proposed within the Town.

Section 6.7.3.3 of the Zoning By-Law lists various kinds of wireless communication equipment that may be allowed by special permit. This zoning amendment would add three new kinds of wireless communication equipment to this section as follows:

(1) Wireless Communication Equipment serving the Town of Needham's public safety communication purposes, located on a preexisting and lawfully permitted free standing monopole or lattice tower, and ground based equipment accessory thereto. The purpose of this addition is to allow the Town's public safety communications antennae to co-locate on existing towers, and also for the Town to build the ground-based equipment cabinets that are necessary to support the placement of these antennae on existing towers.

(2) Free standing monopole owned and operated by the Town of Needham for public safety communication purposes exclusively, and wireless communication equipment accessory thereto, where such monopole and equipment are located on the site of the Town of Needham's Police and Fire Department Headquarters. The purpose of this addition is to allow (by special permit) one public safety monopole at the new Police and Fire Department Headquarters bounded by Chestnut, Lincoln and School Streets. The zoning amendment would allow this monopole to be up to 130 feet in height. The Town's current design calls for the Headquarters monopole to be 120 feet in height. The zoning amendment allows a 10 foot margin above the current design in case unanticipated modifications to the system are necessary.

(3) Free standing monopole or free-standing lattice tower, owned and operated by the Town of Needham for public safety communication purposes, and wireless communication equipment

accessory thereto, where such monopole, lattice tower, and equipment are located on the site of the Town of Needham's Recycling and Transfer Station. The purpose of this addition is to allow (by special permit) the Town to apply for a 199 foot tower at the Recycling and Transfer Station which is located within the Wireless Communications Facilities Tower Overlay District. This tower is planned to be 199 feet in height, which is the maximum height otherwise allowed for commercial towers within the district.

Finally the article proposes an amendment to the definition of "Wireless Communication Equipment" in Section 7.7.2. The purpose of this amendment is to make clear that "Wireless Communication Equipment" can include equipment that serves "municipal public safety communication purposes." In its current form, this definition only applies to personal wireless services, which does not include municipal equipment.

MOVED: That the Town to amend the Needham Zoning By-Law as follows:

(1) In Section 6.7, Wireless Communications Facilities, Subsection 6.7.3.3, Special Permit, by inserting a new paragraph (i), to read as follows:

"(i) Wireless Communication Equipment serving the Town of Needham's public safety communication purposes, located on a preexisting and lawfully permitted free standing monopole or lattice tower, and ground based equipment accessory thereto."

(2) In Section 6.7, Wireless Communications Facilities, Subsection 6.7.3.3, Special Permit, by inserting a new paragraph (j), to read as follows:

"(j) Free standing monopole owned and operated by the Town of Needham for public safety communication purposes exclusively, and wireless communication equipment accessory thereto, where such monopole and equipment are located on the site of the Town of Needham's Police and Fire Department Headquarters, as shown on the "Lot Consolidation Plan of Land 70 & 88 Chestnut Street, 89 & 99 School Street, and 43 Lincoln Street Prepared for the Town of Needham, Massachusetts" dated July 23, 2018 and to be recorded with the Norfolk County Registry of Deeds, and do not exceed 130 feet in height."

(3) In Section 6.7, Wireless Communications Facilities, Subsection 6.7.3.3, Special Permit, by inserting a new paragraph (k), to read as follows:

"(k) Free standing monopole or free-standing lattice tower, owned and operated by the Town of Needham for public safety communication purposes, and wireless communication equipment accessory thereto, where such monopole, lattice tower, and equipment are located on the site of the Town of Needham's Recycling and Transfer Station, shown of record as the lot containing 71.667 +/- acres on the "Plan of Land in Needham, Mass. Showing Property of the Town of Needham " dated February 11, 1991 and recorded with the Norfolk County Registry of Deeds in Plan Book 619 at Page 36 and Lot 2 on Land Court Subdivision Plan 21906-C, all of said land being within the Wireless Communications Facilities Tower Overlay District, and do not exceed 199 feet in height."

(4) In Section 6.7, Wireless Communications Facilities, Subsection 6.7.2, Definitions, by revising the definition of the term "Wireless Communication Equipment" so that it shall read as follows (new language underlined):

"Wireless Communication Equipment – any device or other apparatus, fixed at a location, for transmission and reception of telecommunication that performs the function of antennas, together with any supporting structures, equipment and facilities ancillary and/or accessory thereto, including, but not limited to panel antennas, whip antennas, free-standing monopoles (not lattice shaped towers except as allowed in sections 6.7.3.1 (b), 6.7.3.1 (c), 6.7.3.3 (h) and 6.7.3.3 (k) below), dish and cone shaped antennas, satellite earth station antennas, personal wireless communication systems facilities, paging service facilities, cellular telephone service facilities, commercial mobile radio service facilities and related equipment boxes serving personal wireless services exclusively or, for purposes of this section 6.7, serving municipal public safety communication purposes."

(5) In Section 6.7, Wireless Communication Facilities, Subsection 6.7.3.3, Special Permit, by revising paragraph (h) to read as follows (new language underlined):

"(h) Free standing monopoles and free-standing lattice towers serving personal wireless services located in the Wireless Communications Facilities Tower Overlay District which meet the criteria outlined in section 3.7.3.2(b)."

(6) In Section 6.7, Wireless Communication Facilities, Subsection 6.7.3.2, Prohibited, by revising the first paragraph so that it shall read as follows (new language underlined):

"Lattice style towers, guyed towers, and facilities requiring three or more legs and/or guy wires for support shall not be allowed except for those uses set forth in 6.7.3.1 (b), 6.7.3.1 (c), 6.7.3.3 (h), and 6.7.3.3 (k). Lattice style towers, guyed towers, and facilities requiring three or more legs and/or guy wires existing or approved on the effective date of this by-law may be used for wireless communications equipment, subject to section 6.7.3.3 (f)."

(7) In Section 6.7, Wireless Communication Facilities, Subsection 6.7.5, Decision Criteria, by inserting a new paragraph (q), to read as follows:

"(q) Free standing monopoles and free-standing lattice towers, owned and operated by the Town of Needham for public safety

communication purposes that are located within the Wireless Communications Facilities Tower Overlay District shall be subject to Section 3.7.3.2(b)(2) and 3.7.3.2(b)(4)."

8) In Section 3.7, Wireless Communications Facilities Towers Overlay District, Subsection 3.7.3.2, Special Permit Uses, by revising paragraph (b) to read as follows (new language underlined):

"(b) Free-standing monopoles and free-standing lattice towers serving personal wireless services which meet the following criteria."

Mr. Paul S. Alpert, Chairman, suggested that the Board of Selectmen address this proposal first.

Mr. Daniel P. Matthews, Chairman, addressed this proposal on behalf of the Board of Selectmen. He stated that this article provides the necessary zoning relief to implement the new wireless communications equipment necessary to support both the new Public Facilities Safety Buildings, Fire Station #2, and all areas of the Town of Needham. The Board of Selectmen unanimously requests your support of Article 9.

Mr. Paul S. Alpert, Chairman, addressed this proposal on behalf of the Planning Board. This zooming amendment will allow by special permit for a town wide wireless system for our police and Fire.

Ms. Carol A. Fachetti, member, addressed this proposal on behalf of the Finance Committee. She explained that these changes are designed to address the new Public Facilities Building and Fire Station #2. She noted that the costs are included in Article 10 and the Finance Committee believes this article supports the needs of the Public Safety Buildings and Fire Station #2

Mr. Lance R. Brown expressed concern with limiting the Town to renting space on specific towers. The Moderator asked Mr. Brown to consult with the Planning Board.

In response to a concern expressed by Mr. Steven Rosenstock, Mr. Matthews noted that the term "public Safety" includes all employees.

After a brief discussion, a motion to strike in the main motion paragraph (1) subsection (i) the words "free standing monopole or lattice" so that this section shall read:

"(i) Wireless Communication Equipment serving the Town of Needham's public safety communication purposes, located on a preexisting and lawfully permitted tower, and ground based equipment accessory thereto."

Mr. Brown stated that this amendment will give the town some options. Mr. Alpert advised that the Planning Board has considered Mr. Brown's motion and voted to accept this amendment.

After a brief discussion, the motion to amend by Lance R. Brown was presented and carried by majority vote declared by the Moderator.

ACTION: The main motion, which requires a two-thirds vote, was presented and carried by two-thirds on a voice vote declared by the Moderator.

VOTED: to amend the Needham Zoning By-Law as follows:

(1) In Section 6.7, Wireless Communications Facilities, Subsection 6.7.3.3, Special Permit, by inserting a new paragraph (i), to read as follows:

"(i) Wireless Communication Equipment serving the Town of Needham's public safety communication purposes, located on a preexisting and lawfully permitted free standing tower, and ground based equipment accessory thereto."

(2) In Section 6.7, Wireless Communications Facilities, Subsection 6.7.3.3, Special Permit, by inserting a new paragraph (j), to read as follows:

"(j) Free standing monopole owned and operated by the Town of Needham for public safety communication purposes exclusively, and wireless communication equipment accessory thereto, where such monopole and equipment are located on the site of the Town of Needham's Police and Fire Department Headquarters, as shown on the "Lot Consolidation Plan of Land 70 & 88 Chestnut Street, 89 & 99 School Street, and 43 Lincoln Street Prepared for the Town of Needham, Massachusetts" dated July 23, 2018 and to be recorded with the Norfolk County Registry of Deeds, and do not exceed 130 feet in height."

(3) In Section 6.7, Wireless Communications Facilities, Subsection 6.7.3.3, Special Permit, by inserting a new paragraph (k), to read as follows:

"(k) Free standing monopole or free-standing lattice tower, owned and operated by the Town of Needham for public safety communication purposes, and wireless communication equipment accessory thereto, where such monopole, lattice tower, and equipment are located on the site of the Town of Needham's Recycling and Transfer Station, shown of record as the lot containing 71.667 +/- acres on the "Plan of Land in Needham, Mass. Showing Property of the Town of Needham " dated February 11, 1991 and recorded with the Norfolk County Registry of Deeds in Plan Book 619 at Page 36 and Lot 2 on Land Court Subdivision Plan 21906-C, all of said land being within the Wireless Communications Facilities Tower Overlay District, and do not exceed 199 feet in height."

(4) In Section 6.7, Wireless Communications Facilities, Subsection 6.7.2, Definitions, by revising the definition of the term "Wireless Communication Equipment" so that it shall read as follows (new language underlined):

"Wireless Communication Equipment – any device or other apparatus, fixed at a location, for transmission and reception of telecommunication that performs the function of antennas, together with any supporting

structures, equipment and facilities ancillary and/or accessory thereto, including, but not limited to panel antennas, whip antennas, free-standing monopoles (not lattice shaped towers except as allowed in sections 6.7.3.1 (b), 6.7.3.1 (c), 6.7.3.3 (h) and 6.7.3.3 (k) below), dish and cone shaped antennas, satellite earth station antennas, personal wireless communication systems facilities, paging service facilities, cellular telephone service facilities, commercial mobile radio service facilities and related equipment boxes serving personal wireless services exclusively or, for purposes of this section 6.7, serving municipal public safety communication purposes."

(5) In Section 6.7, Wireless Communication Facilities, Subsection 6.7.3.3, Special Permit, by revising paragraph (h) to read as follows (new language underlined):

"(h) Free standing monopoles and free-standing lattice towers serving personal wireless services located in the Wireless Communications Facilities Tower Overlay District which meet the criteria outlined in section 3.7.3.2(b)."

(6) In Section 6.7, Wireless Communication Facilities, Subsection 6.7.3.2, Prohibited, by revising the first paragraph so that it shall read as follows (new language underlined):

"Lattice style towers, guyed towers, and facilities requiring three or more legs and/or guy wires for support shall not be allowed except for those uses set forth in 6.7.3.1 (b), 6.7.3.1 (c), 6.7.3.3 (h), and 6.7.3.3 (k). Lattice style towers, guyed towers, and facilities requiring three or more legs and/or guy wires existing or approved on the effective date of this by-law may be used for wireless communications equipment, subject to section 6.7.3.3 (f)."

(7) In Section 6.7, Wireless Communication Facilities, Subsection 6.7.5, Decision Criteria, by inserting a new paragraph (q), to read as follows:

"(q) Free standing monopoles and free-standing lattice towers, owned and operated by the Town of Needham for public safety communication purposes that are located within the Wireless Communications Facilities Tower Overlay District shall be subject to Section 3.7.3.2(b)(2) and 3.7.3.2(b)(4)."

(8) In Section 3.7, Wireless Communications Facilities Towers Overlay District, Subsection 3.7.3.2, Special Permit Uses, by revising paragraph (b) to read as follows (new language underlined):

"(b) Free-standing monopoles and free-standing lattice towers serving personal wireless services which meet the following criteria."

ARTICLE 10: APPROPRIATE FOR PUBLIC SAFETY BUILDINGS CONSTRUCTION

To see if the Town will vote to raise and/or transfer and appropriate the sum of $66,245,000 in order to pay costs of engineering and design services for the reconstruction and/or construction of the Public Safety Building and Fire Station #2, as well as the costs of reconstructing and/or constructing each of such facilities, including the costs of temporary relocation and all other costs incidental or related thereto, to be spent under the direction of the Permanent Public Building Committee and Town Manager, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under Massachusetts General Law Chapter 44, Section 7; and that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Massachusetts General Law Chapter 44, Section 20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount; or take any other action relative thereto.

Article Information: This article will fund the construction phase of the public safety building project.

The Public Safety Building, located at the intersection of Chestnut Street and School Street, opened in 1931, and was renovated in 1988-1989. Fire Station #2, located at the intersection of Highland Avenue and Webster Street, opened in 1949 and was also renovated in 1988-1989. The amount of space that was originally allocated within both buildings for the Police and Fire Departments is no longer sufficient to accommodate changes in operations, changing personnel needs, technology upgrades, and security improvements, and neither station is fully accessible for individuals with limited mobility.

In 1950, 19 years after the station opened, the Police Department had 25 sworn officers and responded to 1,774 calls. By 2015, the number of sworn officers was 49 and call volume had increased to 31,610. The proposed program meets many deficiencies identified in the Police Department, including the lack of adequate locker facilities for female officers, evidence and property storage, interview rooms and interview recording technology, public meeting space, records storage, dispatch areas, patrol and administrative office space, and report writing space. The prisoner holding cells are outdated and inadequate, and the current prisoner booking area is unsafe due to its size and configuration. The building lacks the ability to handle technology improvements due to space constraints, while the roof continues to leak into the records/server room on the second floor. The current climate control only works sporadically throughout the building creating numerous temperature variations.

In 1950, the Fire Department had 27 firefighters. Call volume data is not available for 1950, but the Department responded to 600 calls in 1960. By 2015, the number of sworn firefighters was 64 and the Department responded to 3,915 calls. The proposed program meets many deficiencies identified in the Fire Department, including apparatus bays that are too small for modern fire trucks, insufficient area for performing equipment maintenance and repair, lack of facilities for storing and cleaning turnout gear, minimal existing office space, inadequate facilities for firefighter support such as bunkrooms, toilets and showers, and insufficient storage space for files and equipment.

The estimated average single family home (ASFH) annual tax bill would be increased by an average of $436 per year to pay the

annual debt service for the proposed excluded debt. These calculations are based on the FY2018 ASFH assessment of $904,828. This calculation is based on a single tax rate. On an annual basis, the Board of Selectmen determines whether the Town will have a single tax rate or a split tax rate. The effect of a split tax rate, which the Town has had since 1988, is a subsidy to the residential taxpayers by the business community. All indications are that the Town will continue this practice. On a historic basis, the split tax rate would reduce the tax impact to the average single family homeowner by 11% - resulting in an average annual cost of $388.

The November 2, 2015 and February 10, 2016 Special Town Meetings and the 2017 Annual Town Meeting approved funding for feasibility studies and schematic design, and the October 2, 2017 Special Town Meeting appropriated $3.75 million for the design phase of the project. The project has been included on the ballot for the November 6, 2018 State election for debt exclusion funding.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $66,245,000 in order to pay costs of engineering and design services for the reconstruction and/or construction of the Public Safety Building and Fire Station #2, as well as the costs of reconstructing and/or constructing each of such facilities, including the costs of temporary relocation and all other costs incidental or related thereto, to be spent under the direction of the Permanent Public Building Committee and Town Manager, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under Massachusetts General Law Chapter 44, Section 7; and that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Massachusetts General Law Chapter 44, Section 20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

Mr. Daniel P. Matthews, Chairman, Board of Selectmen, advised that this proposal will address all areas of the town. The former Hillside School will be used for swing space. This proposal requires a Proposition 2 ½ override question which will appear as Question #4 on the November 6, 2018 State Election. The three-station plan is long needed and produced at the best possible cost. The Board of Selectmen unanimously supports this proposal.

Barry J. Coffman, member, provided a breakdown of costs and stated that this is long overdue.

At 9:25 PM the Moderator announced a brief recess and acknowledge the presence of our State Representative, Denice C. Garlick.

At 9:40 PM the Moderator called the meeting back into session.

In response to an inquiry from Cynthia L. Conturie, Mr. Matthews advised that there is limited space in the town which construct new buildings.

Mr. Michael J. Greis suggested that both the Police Chief and the Fire Chief address Town Meeting. Unanimous consent was given to allow Fire Chief Dennis Condon and Police Chief John Schlittler.

Fire Chief Condon advised Town Meeting that if this proposal is approved, it will be the greatest thing to the Fire Staff. The current building is old and there are many exhausts, fumes and contaminants. Many firemen have gotten sick because of these issues. He requested unanimous supports for Article 10 and the Question #4 ballot question on the November 6, 2018 State Election.

Police Chief Schlittler echoed Chief Condon's statements noting that staffing area, is poor and the booking room is inadequate.

In response to an inquiry from Holly Anne Clarke, Mr. Daniel Matthews advised that energy concerns and green areas are to be addressed. He explained that the average tax bill is $10,700 and that the average tax increase will be $388 per year.

In response to an inquiry from Kim Marie Nicols, Mr. Matthews advised that steps are being taken to contain the contaminated Hillside School property.

Action: the main motion was presented and carried by unanimous vote.

ARTICLE 11: APPROPRIATE FOR EMERY GROVER FEASIBILITY

To see if the Town will vote to raise and/or transfer and appropriate the sum of $130,000 for a feasibility study of the Emery Grover Building, to be spent under the direction of the Permanent Public Building Committee and Town Manager, and to meet this appropriation that said sum be raised from the Tax Levy; or take any other action relative thereto.

Article Information: Numerous Facilities Master Plans have indicated that the Emery Grover School Administration Building, which is on the National Register of Historic Buildings, is in need of additional office and storage space, as well as extensive repair and modernization to meet the needs of the School Department. The desired renovations would allow for a more efficient use of space, would permit handicapped accessibility and the full utilization of all four floors, and would make needed building repairs, including: replacing deteriorating HVAC, electrical, plumbing and window systems; and removing lead paint and asbestos.

This request is to evaluate the various alternatives for renovating/reconstructing the Emery Grover building. The alternatives that would be evaluated with regard to functionality, schedule, and cost are: 1) full renovation and addition; 2) complete demolition and new construction; 3) preservation of one or more facades with new construction behind; and 4) the sale and relocation of School District administration to leased/purchased space. The study will determine suitability for school needs, and provide recommendations, with regard to any programmatic or zoning needs and will address temporary relocation requirements and cost. It will also identify how each alternative is categorized with regard to CPA funding and define implications and approvals (local, state and national) necessary to move each of these options forward.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $130,000 for a feasibility study of the Emery Grover Building, to be spent under the direction of the Permanent Public Building Committee and Town Manager, and to meet this appropriation that said sum be raised from the Tax Levy.

Mr. Maurice P Handel, Selectmen, advised that the Board of Selectmen are in full support of this article. It makes sense and is long overdue.

Mr. Aaron M. Pressman, Chairman, addressed this proposal on behalf of the School Committee. He stated that the Emery Grover Building is a terrible state of disrepair. It is not handicapped accessible and there are no elevators. Mr. Pressman noted that the School Committee requests your support on this proposal.

Mr. Thomas M. Jacobs, member, addressed this proposal on behalf of the Finance Committee. He stated that are four areas to be addressed: 1. Full renovation plus an addition; 2. Demolition; 3. Preservation of one or more facades with new construction behind; and 4. Sale and relocation. The Finance Committee approved this proposal.

In response to an inquiry from David J. Ecsedy, Mr. Handel advised that reconstruction and/or demolition of an historic building is possible under federal regulations.

ACTION: The main motion was presented and carried by majority vote on a voice vote declared by the Moderator.

ARTICLE 12: APPROPRIATE FOR MITCHELL SCHOOL MODULAR CLASSROOMS

To see if the Town will vote to raise and/or transfer and appropriate the sum of $1,350,000 for construction of modular classrooms and any associated work at the Mitchell Elementary School, said sum to be spent under the direction of the Permanent Public Building Committee and Town Manager, and to meet this appropriation that $42,000 be transferred from Article 47 of the 2003 Annual Town Meeting, that $6,700 be transferred from Article 50 of the 2009 Annual Town Meeting, that $59,700 be transferred from Article 37 of the 2014 Annual Town Meeting, that $74,000 be transferred from Article 39 of the 2015 Annual Town Meeting, that $26,900 be transferred from Article 41 of the 2015 Annual Town Meeting, that $9,700 be transferred from Article 10 of the October 27, 2014 Special Town Meeting, and that $1,131,000 be raised from the tax levy; or take any other action relative thereto.

Article Information: To prepare for the anticipated implementation of Full-Day Kindergarten in September 2019, the Needham Public Schools commissioned a space study to determine how best to implement the new program, given the District's existing inventory of classroom spaces. Based on the results of that study, the School Committee recommends that two additional modular classrooms be erected at the Mitchell Elementary School. The modular classrooms would supplement the school's 22 existing classroom spaces to provide the 24 classroom spaces deemed necessary in the first year of Full-Day Kindergarten. Starting September, 2019, the four Kindergarten classrooms will be housed in the existing modular classrooms, that were installed on the Mitchell School site in 2014. The use of the existing modulars for Kindergarten, however, will displace Music and Art from their classroom spaces, and will require that two new classrooms be added at the school.

This request is to provide funding to purchase and install two modular classrooms near the main entrance to the building. The new classrooms will provide space for Music and Art. The proposed location of these modular classrooms will provide easy access/visibility to the front door of the school and will represent the best option for before and after school programs. The new modular classrooms will be constructed of the same materials as the existing modular classrooms, to achieve a harmonious look and feel of the existing buildings on site. If funding is approved, the modular classrooms would be bid in the winter, built off site in the spring, and installed during the summer of 2019.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $1,350,000 for construction of modular classrooms and any associated work at the Mitchell Elementary School, said sum to be spent under the direction of the Permanent Public Building Committee and Town Manager, and to meet this appropriation that $42,000 be transferred from Article 47 of the 2003 Annual Town Meeting, that $6,700 be transferred from Article 50 of the 2009 Annual Town Meeting, that $59,700 be transferred from Article 37 of the 2014 Annual Town Meeting, that $74,000 be transferred from Article 39 of the 2015 Annual Town Meeting, that $26,900 be transferred from Article 41 of the 2015 Annual Town Meeting, that $9,700 be transferred from Article 10 of the October 27, 2014 Special Town Meeting, and that $1,131,000 be raised from the tax levy.

Mr. John A. Bulian, Selectmen rose in support of this article on behalf of the Board of Selectmen.

Mr. Aaron M. Pressman, Chairman, advised that the School Committee unanimously supports the construction of two modular classrooms for the Mitchell School.

Mr. John P. Connolly, member, advised that the Finance Committee unanimously supports this proposal. Construction of the modular classrooms will start in the spring and allow for full day kindergarten in the fall.

In response to an inquiry from Mr. Robert J. Dermody, Mr. Pressman advised the when the modular classrooms are no longer needed, they could be moved to another school.

Mr. David K. Blakelock questioned the cost per square foot of the modular classrooms. That figure was not available but will be determined.

ACTION: The main motion was presented and carried by unanimous vote.

ARTICLE 13: was previously adopted this evening by unanimous consent.

ARTICLE 14: ACCEPT GRANT OF ACCESS EASEMENT/700 GREENDALE AVENUE

To see if the Town will vote to authorize the Selectmen to accept a grant of pedestrian access easement by MCREF NEEDHAM LLC to the Town of Needham as shown on a plan

ntitled "700 Greendale Avenue Needham Massachusetts 'edestrian Easement Plan" on file with the Zoning Board of \ppeals; or take any other action relative thereto.

Article Information: As a condition of approval of Comprehensive Permit for the Modera project on Greendale Avenue, the Zoning Board of Appeals required that the Developer grant the Town a pedestrian access easement along the rear of the property, connecting the existing trails on the Northeast and Northwest boundaries of the parcel. The access easement allows for passive recreation, normal maintenance, and public safety access. Town Meeting approval of such easements is required in order for them to be effective.

MOVED: That the Town vote to authorize the Selectmen to accept a grant of pedestrian access easement by MCREF NEEDHAM LLC to the Town of Needham as shown on a plan entitled "700 Greendale Avenue Needham Massachusetts Pedestrian Easement Plan" on file with the Zoning Board of Appeals.

Mr. Maurice P. Handel, Selectman, advised that the Board of Selectmen seeking Town Meeting authorization to accept a grant of easement at 700 Greendale Avenue. This easement is a requirement of the developer by the Board of Appeals.

Ms. Carol A. Fachetti, member, advised that the Finance Committee unanimously supports this proposal.

In response to an inquiry from Jeanne S. McKnight, Mr. Handle advised that a proper plan which includes the metes and bounds will be recorded for filing.

ACTION: The main motion was presented an carried by unanimous vote.

ARTICLE 15: AMEND GENERAL BY-LAW – STORMWATER BY-LAW

To see if the Town will vote to amend the General By-Laws by inserting a new Article 7 as follows:

"ARTICLE 7

STORMWATER

SECTION 7.1 PURPOSE

The purpose of this By-Law is:

(a) To prevent pollution of Needham's wetlands and surface waters from uncontrolled stormwater runoff and illicit discharges.

(b) To prevent pollutants from entering the Town of Needham's Municipal Separate Storm Sewer System (MS4).

(c) To prohibit illicit connections and unauthorized discharges to the MS4 and to require the removal of all such illicit connections.

(d) To comply with state and federal statutes and regulations relating to stormwater discharges, including the NPDES MS4 Permit issued by the U.S. Environmental Protection Agency (EPA), the Massachusetts Stormwater Standards, regardless of the location of the subject property relative to wetlands or other resource areas, and the Memorandum of Understanding (MOU) issued to the Town of Needham by the EPA in 1996.

(e) To establish the legal authority to ensure compliance with the provisions of this By-Law through permitting, inspection, monitoring, and enforcement.

(f) To control runoff and prevent soil erosion and sedimentation resulting from construction site stormwater runoff.

(g) To promote infiltration and the recharge of groundwater.

(h) To protect, maintain and enhance the public safety, environment, health, and general welfare by establishing minimum requirements and procedures to manage stormwater runoff.

(i) To ensure that soil erosion and sedimentation control measures and stormwater runoff control practices are incorporated into the site planning and design process and are implemented and maintained.

SECTION 7.2 DEFINITIONS

For the purposes of this By-Law, the following definitions shall apply:

Alteration Any activity that will change the ability of a ground surface area to absorb water or will change existing surface drainage patterns. Examples include, but are not limited to, construction of new structures, excavation, earthmoving, or paving.

Best Management Practices (BMPs) Structural, non-structural, and managerial techniques that are recognized to be the most effective and practical means to prevent or minimize increases in stormwater volumes and flows, reduce point source and non-point source pollution, and promote stormwater quality and protection of the environment.

Clean Water Act The Federal *Water Pollution Control Act* (33 *U.S.C.* §§ 1251 *et seq.*) as it may hereafter be amended, and the Massachusetts Clean Water Act and Regulations.

Commercial The term commercial shall include municipal, industrial, and multi-family projects.

Construction Site Any site where activity is proposed or occurs that involves the alteration of land and involves a permit required by the Town.

Development The alteration of land requiring an application for a building permit; or for a permit from the Planning Board, Zoning Board of Appeals (ZBA), or Conservation Commission.

Erosion Control The prevention or reduction of the movement of soil particles or rock fragments due to stormwater runoff. Erosion control is typically achieved through the installation of straw bales, silt fence, silt socks, or by surface coverings such as jute mesh, erosion control blankets, or by the establishment of surface vegetation.

Dry Well A subsurface structure that infiltrates stormwater runoff.

Green Citizen Certificate A certificate issued by the Board of Selectmen conferring recognition to environmentally conscious citizens who install infiltration/recharge systems, rain gardens, or similar stormwater quality improvements that are not required by the Stormwater By-Law or these promulgated regulations.

Illicit Connection A surface or subsurface drain or conveyance that allows a discharge into the MS4 that is not entirely composed of stormwater or clean groundwater, including any connection from an indoor drain, sink, toilet, or laundry facility.

Illicit Discharge Any direct or indirect discharge to the MS4 or the Waters of the Commonwealth that is not composed entirely of stormwater or clean groundwater, including, without limitation, any discharge of a pollutant, sewage, process wastewater, or wash water, except as exempted. The term does not include a discharge in compliance with a NPDES Stormwater Discharge Permit or a Surface Water Discharge Permit.

Impervious Surface Any material or structure on, above or below the ground that prevents water from infiltrating through to the underlying soil. Impervious surfaces may include, without limitation: paved surfaces, parking lots, sidewalks, driveways, rooftops and swimming pools.

Large Residential Project A residential project (new construction or reconstruction) of a residential building with larger than 4,000 square feet (s.f.) of ground coverage.

Low Impact Development (LID) Stormwater management systems and practices that mimic natural hydrologic processes resulting in infiltration, evapotranspiration or use of stormwater. LID techniques manage stormwater as close to the source as possible. LID practices frequently use cost-effective landscape features located at the lot level.

Massachusetts Stormwater Handbook (MSH) A document published in 1997 and revised and updated in 2008 by MassDEP as guidance on the 1996 Stormwater Policy.

MS4 (Municipal Separate Storm Sewer System) The system of conveyances, owned or operated by the Town of Needham, that is designed or used for collecting or conveying stormwater, including any road with a drainage system, street, gutter, curb, inlet, piped storm drain, pumping facility, retention or detention basin, natural or man-made or altered drainage channel, swale, culvert, channel, catch basin, outfall, outlet, reservoir, or other drainage structure.

National Pollutant Discharge Elimination System (NPDES) Stormwater Discharge Permit
A permit issued by the United States Environmental Protection Agency or jointly with the state that authorizes the discharge of stormwater containing pollutants into waters of the United States.

New Construction Construction or replacement of a structure, house or building which requires a Building Permit or construction/reconstruction of a parking lot, or construction of a subdivision roadway requiring Planning Board or Board of Appeals approval.

Non-point Source Pollution Rainfall or snowmelt that picks up pollutants as it moves across the ground.

Non-stormwater Discharge A discharge that is not composed entirely of stormwater, such as sanitary waste or process water.

Operation and Maintenance (O&M) Plan A plan setting the functional, financial and organizational mechanisms for the ongoing operation and maintenance of a stormwater management system to ensure that it continues to function as designed.

Person An individual, partnership, association, firm, company, trust, corporation, agency, authority, department or political subdivision of the Commonwealth of Massachusetts or the federal government, to the extent permitted by law, and any officer, employee, or agent of such person.

Plot Plan The plan that accompanies an application for a Building Permit.

Point Source Any discernible, confined and discrete conveyance, including, without limitation, any pipe, ditch, channel, tunnel, conduit, well, discrete fissure, container, rolling stock, concentrated animal feeding operation, or vessel or other floating craft, from which pollutants are or may be discharged. The term does not include agricultural stormwater discharges and return flows from irrigated agriculture.

Pollutant Any element or characteristic of sewage, agricultural, industrial or commercial waste, runoff, leachate, heated effluent, or other matter whether originating at a point or nonpoint source, that is or may be introduced into Needham's MS4 or waters of the Commonwealth. Pollutants shall include, but are not limited to:

(a) Paints, varnishes, and solvents;
(b) Oil and other automotive fluids;
(c) Non-hazardous liquid and solid wastes and yard wastes;
(d) Refuse, rubbish, garbage, litter, or other discarded or abandoned objects, ordinances, accumulations and floatables;
(e) Excess pesticides, herbicides, and fertilizers;
(f) Hazardous materials and wastes;
(g) Sewage, fecal coliform and pathogens;
(h) Dissolved and particulate metals or nonmetals, including phosphorus;
(i) Animal wastes;
(j) Rock, sand, salt, silt, soils;
(k) Construction wastes and residues; and
(l) Noxious or offensive matter of any kind.

Permitting Authority The municipal board, committee or department with authority for issuing permits for construction. These include the Planning Board, Conservation Commission, Department of Public Works, Building Department, and Zoning Board of Appeals.

Recharge The process by which groundwater and the underlying aquifer is replenished by the absorption of water.

Redevelopment Replacement, rehabilitation, or expansion of existing structures, improvement of existing roads or reuse of degraded or previously developed areas. Redevelopment is defined to include the following projects:

(a) Maintenance and improvement of existing roadways including widening less than a single lane, adding shoulders, correcting substandard intersections, improving existing drainage systems and repaving; and
(b) Development, rehabilitation, expansion and phased projects on previously developed sites provided the redevelopment results in no net increase in impervious area.

Runoff The water from rain, snowmelt or irrigation that flows over the land surface and is not absorbed into the ground, instead flowing into the MS4 or streams or other surface waters or land depressions.

Sanitary Sewer System A separate underground conveyance system specifically for transporting sanitary waste operated separately and independently from the MS4, to which storm, surface, and ground waters are not lawfully admitted.

Small Diameter Drain Program A Town of Needham Program allowing the extension of the Town's drainage system (MS4) by a series of 6-inch, 8-inch and 10-inch drain pipes used to collect roof drains and clean sump pump discharges.

Stormwater Water originating from rainfall and snow/ice melt.

Stormwater Management The use of structural or non-structural practices that are designed to reduce and control stormwater runoff pollutant loads, discharge volumes or peak flow discharge rates. Stormwater Management includes the use of Low-Impact Development (LID) management practices.

Vegetation Trees, shrubs, bushes and ground cover, including grass.

Watershed Management Plan The plan developed for the Town of Needham subdividing watershed areas within the Town and depicting drainable soil areas appropriate for infiltration/recharge.

Waters of the Commonwealth All waters within the jurisdiction of the Commonwealth of Massachusetts under the Wetlands Protection Act (M.G.L ch. 131 section 40 and regulations at 310 CMR 10.00) and regulations at 314 CMR 9.00, Water Quality Certification, including, without limitation, rivers, streams, lakes, ponds, springs, impoundments, wetlands, and vernal pools.

Waters of Needham All waters within the jurisdiction of the Town of Needham under the Wetlands Protection Bylaw (Article 6) and implementing regulations, including rivers, streams, lakes, ponds, springs, impoundments, wetlands and vernal pools.

SECTION 7.3 ADMINISTRATION

7.3.1 The Board of Selectmen shall adopt, and may periodically amend, Stormwater Regulations to effectuate the purposes of this By-law, after conducting a public hearing to receive Public comment.

7.3.2 The Director of Public Works shall be responsible for the day-to-day administration of this By-Law and its Regulations except as provided in Section 7.3.3 below. The Director may designate a person or persons to carry out any of his/her duties under this Stormwater By-Law.

7.3.3 The issuing authorities for permits (Building Department, Planning Board, Zoning Board of Appeals, and Conservation Commission) are responsible for determining compliance with this By-law for any application to these authorities. The Director of Public Works/designee shall review permit applications and provide an advisory opinion to the issuing authorities.

7.3.4 The Director of Public Works/designee shall have the authority to investigate suspected illicit discharges and to require the elimination of illicit discharges.

SECTION 7.4 APPLICABILITY

7.4.1 Permits and Approvals

All persons required to obtain a Building Permit for new construction and/or additions greater than 25% of the existing building footprint shall be subject to the requirements of this By-Law.

All persons also required to obtain Planning Board Site Plan approval pursuant to the Zoning By-Law, Planning Board approval for a Subdivision, and/or a Board of Appeals Decision (for new construction and/or additions greater than 25% of the existing building footprint) are subject to the requirements of this By-Law.

7.4.2 Stormwater Management and Erosion Control

Except as listed below, all applications for new construction or redevelopment subject to the provisions of this By-law, whether or not the issuance of a Building Permit is required, shall include Stormwater Management and Erosion Control provisions.

The relevant permitting authority (Building Department, Planning Board, Zoning Board of Appeals, or Conservation Commission) shall review and approve the Stormwater Management and Erosion Control Plan prior to the issuance of a permit.

The Director of Public Works/designee shall participate in the review process and make recommendations to the permitting authority as needed. Applications involving facade treatments, interior renovations, and/or changes in use are exempt from the requirement for a Stormwater Management and Erosion Control Plan.

The following applications do not require a Stormwater Management and Erosion Control Plan when proposed in an area not subject to jurisdiction of the Conservation Commission:

- Applications for addition to a commercial structure, parking lot, or roadway that is less than 1,500 square feet.

7.4.3 Modification of Building Permits

The applicant, or an agent thereof, shall obtain the approval of the Director of Public Works prior to any change or modification of an activity associated with the Stormwater Management and Erosion Control provisions of the Building Permit. The Director of Public Works shall approve or reject the change or modification in writing on the plot plan submitted within two (2) weeks of the receipt of such change or modification. If no action is taken within the said two-week period, the change or modification shall be deemed to have been approved.

7.4.4 Modification Requiring Planning Board, Zoning Board of Appeals, and/or Conservation Commission Approval

In circumstances where Planning Board, Zoning Board of Appeals, and/or Conservation Commission approval is required prior to the issuance of a Building Permit, approval by the respective board or commission is required prior to any significant change or modification of an activity associated with an approved Stormwater Management and Erosion Control Plan. Additional stormwater runoff and erosion control measures may be required prior to approval of the change or modification.

SECTION 7.5 ILLICIT DISCHARGE, DETECTION & ELIMINATION (IDDE)

7.5.1 Prohibited Activities

7.5.1.1 **Illicit Discharges** No person shall cause or allow an illicit discharge into the MS4 or into the Waters of the Commonwealth. This By-Law shall not exempt stormwater discharges from regulations under the National Pollutant Discharge Elimination System (NPDES) stormwater program where applicable.

7.5.1.2 **Illicit Connections** No person shall construct, use, allow, maintain or continue any Illicit Connection, regardless of whether the connection was permissible under applicable law, regulation or custom at the time of connection.

7.5.1.3 **Obstruction of Municipal Storm Drain System** No person shall obstruct or interfere with the normal flow of stormwater into or out of the MS4 without prior written approval from the Director of Public Works.

7.5.2 Regulated Activities

7.5.2.1 No person shall connect a pipe or other appurtenance to the Town of Needham Sanitary Sewer System or the MS4, or otherwise perform any modification, repair, rehabilitation, or replacement work on either system, without receiving an approved Sewer Connection Permit or Drainage Connection Permit from the Department of Public Works.

7.5.2.2 No person shall allow a pipe, swale or other point source to discharge onto a Public Way.

7.5.3 Exemptions

The following are exempt from the requirements of this By-Law:

(a) Water line flushing;
(b) Landscape irrigation;
(c) Diverted stream flows;
(d) Rising ground waters,
(e) Uncontaminated ground water (groundwater that is free of pollutants);
(f) Discharges from potable water sources;
(g) Air conditioning condensation;
(h) Lawn watering;
(i) Flows from wetland resource areas;
(j) Discharges or flows from firefighting activities; and
(k) Discharges necessary to protect public health, safety, welfare or the environment.

SECTION 7.6 EMERGENCY SUSPENSION OF STORM DRAIN SYSTEM ACCESS

The Director of Public Works/designee may suspend MS4 access to any person or property without prior written notice when such suspension is determined to be necessary to prevent or terminate a threatened or actual discharge of pollutants that presents imminent risk of harm to the public health, safety, welfare or the environment. In the event that any person fails to comply with an emergency suspension order issued pursuant to this section, the Director of Public Works/designee may take all reasonable steps to prevent or minimize harm to the public health, safety, welfare or the environment.

SECTION 7.7 STORMWATER MANAGEMENT AND EROSION CONTROL

7.7.1 Regulated Activities

A Stormwater Management and Erosion Control plan shall be required for any construction activity as set forth under Section 7.4 of this By-Law.

7.7.2 Exempt Activities

The following activities shall be exempt from this By-Law:

(a) Any work or projects for which all necessary approvals and permits have been issued before the effective date of this By-Law;
(b) Use of land for the primary purpose of agriculture, horticulture, floriculture, or viticulture, or the use, expansion, or reconstruction of existing structures for the primary purpose of agriculture, horticulture, floriculture, or viticulture, to the extent protected under the *Zoning Act, M.G.L.* c. 40A, § 3;
(c) Customary cemetery management;
(d) Normal maintenance of Town-owned public land, ways, public utilities and appurtenances; and
(e) Emergency activities necessary to protect public health or safety.

7.7.3 General Requirements

7.7.3.1 **Pre-Construction**

A Stormwater Management and Erosion Control plan shall be submitted as part of a Building Plot Plan or independently with an application for a Building Permit, Planning Board application, Zoning Board of Appeals application, Conservation Commission application, and/or prior to any development activity.

7.7.3.2 **Construction**

The Stormwater Management and Erosion Control plan shall include construction period measures to prevent the discharge of silt or sediment to the MS4 and/or abutting properties.

7.7.3.3 **Post-Construction**

For both commercial and residential projects, the Stormwater Management and Erosion Control Plan shall include provisions for post-construction measures to provide a minimum combined volumetric capacity to recharge a minimum of one (1) inch of rainfall depth over the total impervious area of the property (buildings and impervious surfaces). For commercial projects, the Stormwater Management and Erosion Control Plan shall include stormwater runoff quality controls and other structural and non-structural Best Management Practices (BMPs) to remove pollutants from stormwater prior to recharge to the groundwater in accordance with the Massachusetts Stormwater Handbook. The purpose of this plan is to prevent or minimize increases in stormwater volumes and flows to the MS4 and to reduce pollutant loading to the MS4 and receiving waters.

7.7.3.4 **Standard Infiltration Method**

As one option to satisfy Sections 7.7.3.1 and 7.7.3.2 and 7.7.3.3, for residential and commercial development subject to this By-Law with 4,000 square feet of impervious surface or less on the property, a Standard Infiltration Method (SIM) may be utilized consisting of the installation of drywells at one or more corners of the main dwelling/building to collect the roof runoff from the structure. Building projects involving additions greater than 25% of the existing building footprint but less than 50% of the existing building footprint shall collect the entire runoff from the roof of the addition plus runoff from the roof on the side of the existing structure that contains the addition. Building projects involving additions that are 50% or greater than the existing building footprint shall capture the stormwater runoff from the entire roof. The as-built (certified) Plot Plan showing the improvements to the property shall be stamped by a Massachusetts Registered Land Surveyor.

7.7.3.5 **Poor Soils**

Properties located within an area of poor soils as identified on the Town's Watershed Management Plan or due to shallow depth to groundwater or other reason as determined by the Director of Public Works/designee, a small diameter drain shall be extended from the Town's stormwater drainage system (MS4) down gradient of the property to the property to collect the roof runoff from the main dwelling. If there is no portion of a drainage system within 100 feet of the property, the property owner shall contribute to a fund for the Town to construct a communal infiltration system on Town property. The contribution shall be an amount as determined by the Board of Selectmen per cubic foot of stormwater required to be recharged as described above.

7.7.3.6 **Operation and Maintenance Plan**

An Operation and Maintenance Plan (O&M Plan) shall be submitted with the application for a Building Permit, Planning Board application, Board of Appeals application, or Conservation Commission application pursuant to this By-Law. The Operation and Maintenance Plan shall be designed to ensure compliance with this By-Law in all seasons and throughout the life of the system. The O&M Plan shall be signed by the property owner. For residential and commercial development with 4,000 square feet of impervious surface or less, the O&M Plan shall consist of an annual inspection of the drywells, and removal of sediment, leaves or debris as needed.

7.7.3.7 **As-Built Drawing**

Except as provided for in Section 7.7.3.4, as-built drawings stamped by a Massachusetts Registered Professional Engineer showing all stormwater management systems shall accompany the as-built Plot Plan at the completion of a project.

7.7.4 Design Criteria

7.7.4.1 Residential development and commercial development with 4,000 square feet or less of impervious surface constructed using the Standard Infiltration Method (SIM) will be deemed compliant with the design criteria of this By-law.

7.7.4.2 All developments subject to this By-Law shall satisfy the following design criteria:

(a) Stormwater Management and Erosion Control measures must, in the opinion of the Building Department, Planning Board, Zoning Board of Appeals, or Conservation Commission, as the case may be, be in compliance with all applicable provisions of the Massachusetts Stormwater Standards issued in 1996 as amended, regardless of the proximity of the development to resource areas or their buffer zones, as defined by the *Wetlands Protection Act, M.G.L.* c. 131, § 40 and its implementing regulations.

(b) Erosion and sediment controls must be implemented to prevent adverse impacts caused by the discharge of silt or sediment to municipal and/or abutting properties during and after land disturbance and construction activities.

(c) There shall be no change to the existing conditions of abutting properties from any increase in volume or peak rate of stormwater runoff or from erosion, silting, flooding, sedimentation or impacts to wetlands and other resource areas as defined in the Massachusetts Wetlands Protection Act and/or Needham Wetlands Protection Bylaw.

(d) When any proposed discharge may have an impact upon streams, wetlands and/or the MS4 or its conveyance system (storm sewers), the Director of Public Works/designee may require minimization or elimination of this impact based on site conditions and existing stormwater system capacity.

SECTION 7.8 MAINTENANCE OF STORMWATER FACILITIES

[Reserved]

SECTION 7.9 SEVERABILITY

If any provision of this Article shall be found invalid for any reason in a court of competent jurisdiction, such invalidity shall be construed as narrowly as possible, and the balance of the Article shall be deemed to be amended to the minimum extent necessary, so as to secure the purposes thereof.

SECTION 7.10 ENFORCEMENT

The Director of Public Works/designee shall enforce this By-Law, and any regulations, orders, violation notices, and enforcement orders made pursuant to this By-Law as follows:

7.10.1 The Director of Public Works may issue a written order to enforce the provisions of this By-Law or the regulations thereunder, which may include (but are not limited to) an order to:

(a) eliminate illicit connections or discharges to the MS4;
(b) perform monitoring, analyses, and reporting; operations; and
(d) remediate contamination in connection therewith.

7.10.2 If the Director of Public Works/designee determines that abatement or remediation of contamination is required, the order shall set forth a deadline by which such abatement or remediation must be completed. Said order shall further advise that, should the violator or property owner fail to abate or perform remediation within the specified deadline, it shall be a violation of this By-Law and the Director of Public Works/designee may, at his or her option, authorize such work.

7.10.3 Any person or entity aggrieved by a decision of the Director of Public Works/designee under this provision of this Stormwater By-Law may submit a letter of appeal to the Board of Selectmen who may affirm, amend, or overrule that decision after a public meeting held not more than 45 days after the submission of a letter of appeal.

7.10.4 If a person violates the provisions of this By-Law, or any regulation, permit, notice, or order issued thereunder, the Director of Public Works/designee, with the approval of the Board of Selectmen, may seek injunctive relief in a court of competent jurisdiction to restrain such person from activities that would create further violations or to compel the person to perform abatement or remediation of the violation.

7.10.5 The remedies set forth in this Section are not intended to be exclusive of any other remedies available under applicable federal, state, or local law.

SECTION 7.11 WAIVER

The permit granting authority may waive strict compliance with any requirement of this By-Law when (a) such action would serve a substantial public interest, (b) such action is required for compliance with the Massachusetts Contingency Plan (MCP), or (c) strict compliance would result in severe economic hardship greater in magnitude than the public interest to be served."

Article Information: In June 1996, the Town of Needham entered into a Memorandum of Understanding (MOU) with the Environmental Protection Agency (EPA) agreeing to undertake a cleanup of its stormwater discharges into the Charles River. In May 2000, the Town agreed to incorporate the comments from the EPA and its consultant, the Center for Watershed Protection, into its Stormwater Management Plan. The Center for Watershed Protection recommended that all building permits receive approval from the DPW to ensure proper handling of stormwater and that the Town adopt stormwater regulations, similar to DEP Stormwater Regulations, to improve water quality throughout the Town.

In July 2003, the Environmental Protection Agency (EPA) finalized its National Pollutant Discharge Elimination System (NPDES) Phase II regulations for stormwater. The regulations required municipalities with separate storm sewer systems (MS4s) to improve stormwater quality within all urbanized areas to the Maximum Extent Practicable (MEP). It also required municipalities to obtain a permit from the EPA (administered in conjunction with the Massachusetts DEP) to allow stormwater discharges into the "Waters of the Commonwealth." The 2003 regulations specified that a By-Law or other regulatory mechanism be adopted by the Town to provide the authority to enforce the 2003 regulations. For the initial five (5) year permit period, the Town elected to utilize existing regulatory mechanisms that had already been established and routinely exercised.

In 2016, the EPA revised the NPDES Phase II regulations for stormwater. The new 2016 regulations require municipalities to undertake substantial efforts to further clean stormwater prior to its discharge into wetlands, streams, ponds, and other resource areas by meeting certain Water Quality Standards (WQS) and Total Maximum Daily Loads (TMDLs). One of the requirements in the 2016 regulations mandates that municipalities create a Stormwater By-Law that, at a minimum, addresses the following areas of concern (termed "minimum control measures"): Illicit Discharge, Detection and Elimination, Construction/Erosion and Sediment Control, and Post-Construction Stormwater Management.

The Illicit Discharge, Detection and Elimination minimum control measure involves searching, documenting and removing sanitary sewer connections to the Town's stormwater drainage system. This is an ongoing monitoring program of investigation through the use of closed circuit television cameras and stormwater sampling to detect, document and remove sanitary sewage from the stormwater discharging into resource areas in Needham.

The Construction/Erosion and Sediment Control minimum control measure involves the creation of a set of requirements to ensure that construction sites are well-maintained and are kept in a neat and clean manner. It also involves requirements designed to prevent, minimize, or eliminate sediments from leaving the construction area, and stipulates minimum inspection criteria and documentation standards.

The Post-Construction Stormwater Management minimum control measure involves the creation of a set of requirements to reduce the discharge of pollutants found in stormwater through the retention or treatment of stormwater after construction on new or redeveloped sites.

The 2016 NPDES Regulations also identified Needham as one of the communities required to meet phosphorus and pathogen TMDLs within 20 years of the regulation's effective date (July 1, 2018). The requirement mandates that the Town reduce its phosphorus load by forty-five percent (45%). A Phosphorus Control Plan is required to be submitted in three phases over a fifteen year period with the first phase due within five years of the effective date. The Department of Public Works and its consultant have determined that the 20 year control plan and implementation period is not "practicable" and have instead proposed a 40 year implementation plan based on the current rate of building permit applications meeting certain construction criteria. In order to implement the plan, drywells will need to be included in plans for certain building permit applications.

The proposed Phosphorus Control Plan will allow the Town to reduce its phosphorus discharges at the pace of development, and will substantially reduce the cost of implementation. The drywell method selected will also reduce pathogens and will have the consequential effect of substantially reducing the volume of stormwater entering the Town's drainage system, thereby reducing flooding on Town streets.

The Stormwater By-Law will be implemented by way of regulations to be issued by the Board of Selectmen, after public hearing.

MOVED: That the town vote to amend the General By-Laws by inserting a new Article 7 as follows:

"ARTICLE 7

STORMWATER

SECTION 7.1 PURPOSE

The purpose of this By-Law is:

(a) To prevent pollution of Needham's wetlands and surface waters from uncontrolled stormwater runoff and illicit discharges.

(b) To prevent pollutants from entering the Town of Needham's Municipal Separate Storm Sewer System (MS4).

(c) To prohibit illicit connections and unauthorized discharges to the MS4 and to require the removal of all such illicit connections.

(d) To comply with state and federal statutes and regulations relating to stormwater discharges, including the NPDES MS4 Permit issued by the U.S. Environmental Protection Agency (EPA), the Massachusetts Stormwater Standards, regardless of the location of the subject property relative to wetlands or other resource areas, and the Memorandum of Understanding (MOU) issued to the Town of Needham by the EPA in 1996.

(e) To establish the legal authority to ensure compliance with the provisions of this By-Law through permitting, inspection, monitoring, and enforcement.

(f) To control runoff and prevent soil erosion and sedimentation resulting from construction site stormwater runoff.

(g) To promote infiltration and the recharge of groundwater.

(h) To protect, maintain and enhance the public safety, environment, health, and general welfare by establishing minimum requirements and procedures to manage stormwater runoff.

(i) To ensure that soil erosion and sedimentation control measures and stormwater runoff control practices are incorporated into the site planning and design process and are implemented and maintained.

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Dry Well A subsurface structure that infiltrates stormwater runoff.

Green Citizen Certificate A certificate issued by the Board of Selectmen conferring recognition to environmentally conscious citizens who install infiltration/recharge systems, rain gardens, or similar stormwater quality improvements that are not required by the Stormwater By-Law or these promulgated regulations.

Illicit Connection A surface or subsurface drain or conveyance that allows a discharge into the MS4 that is not entirely composed of stormwater or clean groundwater, including any connection from an indoor drain, sink, toilet, or laundry facility.

Illicit Discharge Any direct or indirect discharge to the MS4 or the Waters of the Commonwealth that is not composed entirely of stormwater or clean groundwater, including, without limitation, any discharge of a pollutant, sewage, process wastewater, or wash water, except as exempted. The term does not include a discharge in compliance with a NPDES Stormwater Discharge Permit or a Surface Water Discharge Permit.

Impervious Surface Any material or structure on, above or below the ground that prevents water from infiltrating through to the underlying soil. Impervious surfaces may include, without limitation: paved surfaces, parking lots, sidewalks, driveways, rooftops and swimming pools.

Large Residential Project A residential project (new construction or reconstruction) of a residential building with larger than 4,000 square feet (s.f.) of ground coverage.

Low Impact Development (LID) Stormwater management systems and practices that mimic natural hydrologic processes resulting in infiltration, evapotranspiration or use of stormwater. LID techniques manage stormwater as close to the source as possible. LID practices frequently use cost-effective landscape features located at the lot level.

Massachusetts Stormwater Handbook (MSH) A document published in 1997 and revised and updated in 2008 by MassDEP as guidance on the 1996 Stormwater Policy.

MS4 (Municipal Separate Storm Sewer System) The system of conveyances, owned or operated by the Town of Needham, that is designed or used for collecting or conveying stormwater, including any road with a drainage system, street, gutter, curb, inlet, piped storm drain, pumping facility, retention or detention basin, natural or man-made or altered drainage channel, swale, culvert, channel, catch basin, outfall, outlet, reservoir, or other drainage structure.

National Pollutant Discharge Elimination System (NPDES) Stormwater Discharge Permit
A permit issued by the United States Environmental Protection Agency or jointly with the state that authorizes the discharge of stormwater containing pollutants into waters of the United States.

New Construction Construction or replacement of a structure, house or building which requires a Building Permit or construction/reconstruction of a parking lot, or construction of a subdivision roadway requiring Planning Board or Board of Appeals approval.

Non-point Source Pollution Rainfall or snowmelt that picks up pollutants as it moves across the ground.

Non-stormwater Discharge A discharge that is not composed entirely of stormwater, such as sanitary waste or process water.

Operation and Maintenance (O&M) Plan A plan setting the functional, financial and organizational mechanisms for the ongoing operation and maintenance of a stormwater management system to ensure that it continues to function as designed.

Person An individual, partnership, association, firm, company, trust, corporation, agency, authority, department or political subdivision of the Commonwealth of Massachusetts or the federal government, to the extent permitted by law, and any officer, employee, or agent of such person.

Plot Plan The plan that accompanies an application for a Building Permit.

Point Source Any discernible, confined and discrete conveyance, including, without limitation, any pipe, ditch, channel, tunnel, conduit, well, discrete fissure, container, rolling stock, concentrated animal feeding operation, or vessel or other floating craft, from which pollutants are or may be discharged. The term does not include agricultural stormwater discharges and return flows from irrigated agriculture.

Pollutant Any element or characteristic of sewage, agricultural, industrial or commercial waste, runoff, leachate, heated effluent, or other matter whether originating at a point or nonpoint source, that is or may be introduced into Needham's MS4 or waters of the Commonwealth. Pollutants shall include, but are not limited to:

(a) Paints, varnishes, and solvents;
(b) Oil and other automotive fluids;
(c) Non-hazardous liquid and solid wastes and yard wastes;
(d) Refuse, rubbish, garbage, litter, or other discarded or abandoned objects, ordinances, accumulations and floatables;
(e) Excess pesticides, herbicides, and fertilizers;
(f) Hazardous materials and wastes;
(g) Sewage, fecal coliform and pathogens;
(h) Dissolved and particulate metals or nonmetals, including phosphorus;
(i) Animal wastes;
(j) Rock, sand, salt, silt, soils;
(k) Construction wastes and residues; and
(l) Noxious or offensive matter of any kind.

Permitting Authority The municipal board, committee or department with authority for issuing permits for construction. These include the Planning Board, Conservation Commission, Department of Public Works, Building Department, and Zoning Board of Appeals.

Recharge The process by which groundwater and the underlying aquifer is replenished by the absorption of water.
Redevelopment Replacement, rehabilitation, or expansion of existing structures, improvement of existing roads or reuse of degraded or previously developed areas. Redevelopment is defined to include the following projects:

(a) Maintenance and improvement of existing roadways including widening less than a single lane, adding shoulders, correcting substandard intersections, improving existing drainage systems and repaving; and
(b) Development, rehabilitation, expansion and phased projects on previously developed sites provided the redevelopment results in no net increase in impervious area.

Runoff The water from rain, snowmelt or irrigation that flows over the land surface and is not absorbed into the ground, instead flowing into the MS4 or streams or other surface waters or land depressions.

Sanitary Sewer System A separate underground conveyance system specifically for transporting sanitary waste operated separately and independently from the MS4, to which storm, surface, and ground waters are not lawfully admitted.

Small Diameter Drain Program A Town of Needham Program allowing the extension of the Town's drainage system (MS4) by a series of 6-inch, 8-inch and 10-inch drain pipes used to collect roof drains and clean sump pump discharges.

Stormwater Water originating from rainfall and snow/ice melt.

Stormwater Management The use of structural or non-structural practices that are designed to reduce and control stormwater runoff pollutant loads, discharge volumes or peak flow discharge rates. Stormwater Management includes the use of Low-Impact Development (LID) management practices.

Vegetation Trees, shrubs, bushes and ground cover, including grass.

Watershed Management Plan The plan developed for the Town of Needham subdividing watershed areas within the Town and depicting drainable soil areas appropriate for infiltration/recharge.

Waters of the Commonwealth All waters within the jurisdiction of the Commonwealth of Massachusetts under the Wetlands Protection Act (M.G.L ch. 131 section 40 and regulations at 310 CMR 10.00) and regulations at 314 CMR 9.00, Water Quality Certification, including, without limitation, rivers, streams, lakes, ponds, springs, impoundments, wetlands, and vernal pools.

Waters of Needham All waters within the jurisdiction of the Town of Needham under the Wetlands Protection Bylaw (Article 6) and implementing regulations, including rivers, streams, lakes, ponds, springs, impoundments, wetlands and vernal pools.

SECTION 7.3 ADMINISTRATION

7.3.1 The Board of Selectmen shall adopt, and may periodically amend, Stormwater Regulations to effectuate the purposes of this By-law, after conducting a public hearing to receive Public comment.

7.3.2 The Director of Public Works shall be responsible for the day-to-day administration of this By-Law and its Regulations except as provided in Section 7.3.3 below. The Director may designate a person or persons to carry out any of his/her duties under this Stormwater By-Law.

7.3.3 The issuing authorities for permits (Building Department, Planning Board, Zoning Board of Appeals, and Conservation Commission) are responsible for determining compliance with this By-law for any application to these authorities. The Director of Public Works/designee shall review permit applications and provide an advisory opinion to the issuing authorities.

7.3.4 The Director of Public Works/designee shall have the authority to investigate suspected illicit discharges and to require the elimination of illicit discharges.

SECTION 7.4 APPLICABILITY

7.4.1 Permits and Approvals

All persons required to obtain a Building Permit for new construction and/or additions greater than 25% of the existing building footprint shall be subject to the requirements of this By-Law.

All persons also required to obtain Planning Board Site Plan approval pursuant to the Zoning By-Law, Planning Board approval for a Subdivision, and/or a Board of Appeals Decision (for new construction and/or additions greater than 25% of the existing building footprint) are subject to the requirements of this By-Law.

7.4.2 Stormwater Management and Erosion Control

Except as listed below, all applications for new construction or redevelopment subject to the provisions of this By-law, whether or not the issuance of a Building Permit is required, shall include Stormwater Management and Erosion Control provisions.

The relevant permitting authority (Building Department, Planning Board, Zoning Board of Appeals, or Conservation Commission) shall review and approve the Stormwater Management and Erosion Control Plan prior to the issuance of a permit.

The Director of Public Works/designee shall participate in the review process and make recommendations to the permitting authority as needed. Applications involving facade treatments, interior renovations, and/or changes in use are exempt from the requirement for a Stormwater Management and Erosion Control Plan.

The following applications do not require a Stormwater Management and Erosion Control Plan when proposed in an area not subject to jurisdiction of the Conservation Commission:

- Applications for addition to a commercial structure, parking lot, or roadway that is less than 1,500 square feet.

7.4.3 Modification of Building Permits

The applicant, or an agent thereof, shall obtain the approval of the Director of Public Works prior to any change or modification of an activity associated with the Stormwater Management and Erosion Control provisions of the Building Permit. The Director of Public Works shall approve or reject the change or modification in writing on the plot plan submitted within two (2) weeks of the receipt of such change or modification. If no action is taken within the said two-week period, the change or modification shall be deemed to have been approved.

7.4.4 Modification Requiring Planning Board, Zoning Board of Appeals, and/or Conservation Commission Approval

In circumstances where Planning Board, Zoning Board of Appeals, and/or Conservation Commission approval is required prior to the issuance of a Building Permit, approval by the respective board or commission is required prior to any significant change or modification of an activity associated with an approved Stormwater Management and Erosion Control Plan. Additional stormwater runoff and erosion control measures may be required prior to approval of the change or modification.

SECTION 7.5 ILLICIT DISCHARGE, DETECTION & ELIMINATION (IDDE)

7.5.1 Prohibited Activities

7.5.1.1 **Illicit Discharges** No person shall cause or allow an illicit discharge into the MS4 or into the Waters of the Commonwealth. This By-Law shall not exempt stormwater discharges from regulations under the National Pollutant Discharge Elimination System (NPDES) stormwater program where applicable.

7.5.1.2 **Illicit Connections** No person shall construct, use, allow, maintain or continue any Illicit Connection, regardless of whether the connection was permissible under applicable law, regulation or custom at the time of connection.

7.5.1.3 **Obstruction of Municipal Storm Drain System** No person shall obstruct or interfere with the normal flow of stormwater into or out of the MS4 without prior written approval from the Director of Public Works.

7.5.2 Regulated Activities

7.5.2.1 No person shall connect a pipe or other appurtenance to the Town of Needham Sanitary Sewer System or the MS4, or otherwise perform any modification, repair, rehabilitation, or replacement work on either system, without receiving an approved Sewer Connection Permit or Drainage Connection Permit from the Department of Public Works.

7.5.2.2 No person shall allow a pipe, swale or other point source to discharge onto a Public Way.

7.5.3 Exemptions

The following are exempt from the requirements of this By-Law:

(l) Water line flushing;
(m) Landscape irrigation;
(n) Diverted stream flows;

(o) Rising ground waters,
(p) Uncontaminated ground water (groundwater that is free of pollutants);
(q) Discharges from potable water sources;
(r) Air conditioning condensation;
(s) Lawn watering;
(t) Flows from wetland resource areas;
(u) Discharges or flows from firefighting activities; and
(v) Discharges necessary to protect public health, safety, welfare or the environment.

SECTION 7.6 EMERGENCY SUSPENSION OF STORM DRAIN SYSTEM ACCESS

The Director of Public Works/designee may suspend MS4 access to any person or property without prior written notice when such suspension is determined to be necessary to prevent or terminate a threatened or actual discharge of pollutants that presents imminent risk of harm to the public health, safety, welfare or the environment. In the event that any person fails to comply with an emergency suspension order issued pursuant to this section, the Director of Public Works/designee may take all reasonable steps to prevent or minimize harm to the public health, safety, welfare or the environment.

SECTION 7.7 STORMWATER MANAGEMENT AND EROSION CONTROL

7.7.1 Regulated Activities

A Stormwater Management and Erosion Control plan shall be required for any construction activity as set forth under Section 7.4 of this By-Law.

7.7.2 Exempt Activities

The following activities shall be exempt from this By-Law:

(a) Any work or projects for which all necessary approvals and permits have been issued before the effective date of this By-Law;
(b) Use of land for the primary purpose of agriculture, horticulture, floriculture, or viticulture, or the use, expansion, or reconstruction of existing structures for the primary purpose of agriculture, horticulture, floriculture, or viticulture, to the extent protected under the *Zoning Act, M.G.L.* c. 40A, § 3;
(c) Customary cemetery management;
(d) Normal maintenance of Town-owned public land, ways, public utilities and appurtenances; and
(e) Emergency activities necessary to protect public health or safety.

7.7.3 General Requirements

7.7.3.1 **Pre-Construction**

A Stormwater Management and Erosion Control plan shall be submitted as part of a Building Plot Plan or independently with an application for a Building Permit, Planning Board application, Zoning Board of Appeals application, Conservation Commission application, and/or prior to any development activity.

7.7.3.2 **Construction**

The Stormwater Management and Erosion Control plan shall include construction period measures to prevent the discharge of silt or sediment to the MS4 and/or abutting properties.

7.7.3.3 **Post-Construction**

For both commercial and residential projects, the Stormwater Management and Erosion Control Plan shall include provisions for post-construction measures to provide a minimum combined volumetric capacity to recharge a minimum of one (1) inch of rainfall depth over the total impervious area of the property (buildings and impervious surfaces). For commercial projects, the Stormwater Management and Erosion Control Plan shall include stormwater runoff quality controls and other structural and non-structural Best Management Practices (BMPs) to remove pollutants from stormwater prior to recharge to the groundwater in accordance with the Massachusetts Stormwater Handbook. The purpose of this plan is to prevent or minimize increases in stormwater volumes and flows to the MS4 and to reduce pollutant loading to the MS4 and receiving waters.

7.7.3.4 **Standard Infiltration Method**

As one option to satisfy Sections 7.7.3.1 and 7.7.3.2 and 7.7.3.3, for residential and commercial development subject to this By-Law with 4,000 square feet of impervious surface or less on the property, a Standard Infiltration Method (SIM) may be utilized consisting of the installation of drywells at one or more corners of the main dwelling/building to collect the roof runoff from the structure. Building projects involving additions greater than 25% of the existing building footprint but less than 50% of the existing building footprint shall collect the entire runoff from the roof of the addition plus runoff from the roof on the side of the existing structure that contains the addition. Building projects involving additions that are 50% or greater than the existing building footprint shall capture the stormwater runoff from the entire roof. The as-built (certified) Plot Plan showing the improvements to the property shall be stamped by a Massachusetts Registered Land Surveyor.

7.7.3.5 **Poor Soils**

Properties located within an area of poor soils as identified on the Town's Watershed Management Plan or due to shallow depth to groundwater or other reason as determined by the Director of Public Works/designee, a small diameter drain shall be extended from the Town's stormwater drainage system (MS4) down gradient of the property to the property to collect the roof runoff from the main dwelling. If there is no portion of a drainage system within 100 feet of the property, the property owner shall contribute to a fund for the Town to construct a communal infiltration system on Town property. The contribution shall be an amount as determined by the Board of Selectmen per cubic foot of stormwater required to be recharged as described above.

7.7.3.6 **Operation and Maintenance Plan**

An Operation and Maintenance Plan (O&M Plan) shall be submitted with the application for a Building Permit,

Planning Board application, Board of Appeals application, or Conservation Commission application pursuant to this By-Law. The Operation and Maintenance Plan shall be designed to ensure compliance with this By-Law in all seasons and throughout the life of the system. The O&M Plan shall be signed by the property owner. For residential and commercial development with 4,000 square feet of impervious surface or less, the O&M Plan shall consist of an annual inspection of the drywells, and removal of sediment, leaves or debris as needed.

'.7.3.7 **As-Built Drawing**

Except as provided for in Section 7.7.3.4, as-built drawings stamped by a Massachusetts Registered Professional Engineer showing all stormwater management systems shall accompany the as-built Plot Plan at the completion of a project.

7.7.4 Design Criteria

7.7.4.1 Residential development and commercial development with 4,000 square feet or less of impervious surface constructed using the Standard Infiltration Method (SIM) will be deemed compliant with the design criteria of this By-law.

7.7.4.2 All developments subject to this By-Law shall satisfy the following design criteria:

(a) Stormwater Management and Erosion Control measures must, in the opinion of the Building Department, Planning Board, Zoning Board of Appeals, or Conservation Commission, as the case may be, be in compliance with all applicable provisions of the Massachusetts Stormwater Standards issued in 1996 as amended, regardless of the proximity of the development to resource areas or their buffer zones, as defined by the *Wetlands Protection Act, M.G.L.* c. 131, § 40 and its implementing regulations.

(b) Erosion and sediment controls must be implemented to prevent adverse impacts caused by the discharge of silt or sediment to municipal and/or abutting properties during and after land disturbance and construction activities.

(c) There shall be no change to the existing conditions of abutting properties from any increase in volume or peak rate of stormwater runoff or from erosion, silting, flooding, sedimentation or impacts to wetlands and other resource areas as defined in the Massachusetts Wetlands Protection Act and/or Needham Wetlands Protection Bylaw.

(d) When any proposed discharge may have an impact upon streams, wetlands and/or the MS4 or its conveyance system (storm sewers), the Director of Public Works/designee may require minimization or elimination of this impact based on site conditions and existing stormwater system capacity.

SECTION 7.8 MAINTENANCE OF STORMWATER FACILITIES

[Reserved]

SECTION 7.9 SEVERABILITY

If any provision of this Article shall be found invalid for any reason in a court of competent jurisdiction, such invalidity shall be construed as narrowly as possible, and the balance of the Article shall be deemed to be amended to the minimum extent necessary, so as to secure the purposes thereof.

SECTION 7.10 ENFORCEMENT

The Director of Public Works/designee shall enforce this By-Law, and any regulations, orders, violation notices, and enforcement orders made pursuant to this By-Law as follows:

7.10.1 The Director of Public Works may issue a written order to enforce the provisions of this By-Law or the regulations thereunder, which may include (but are not limited to) an order to:

(a) eliminate illicit connections or discharges to the MS4;
(b) perform monitoring, analyses, and reporting; operations; and
(d) remediate contamination in connection therewith.

7.10.2 If the Director of Public Works/designee determines that abatement or remediation of contamination is required, the order shall set forth a deadline by which such abatement or remediation must be completed. Said order shall further advise that, should the violator or property owner fail to abate or perform remediation within the specified deadline, it shall be a violation of this By-Law and the Director of Public Works/designee may, at his or her option, authorize such work.

7.10.3 Any person or entity aggrieved by a decision of the Director of Public Works/designee under this provision of this Stormwater By-Law may submit a letter of appeal to the Board of Selectmen who may affirm, amend, or overrule that decision after a public meeting held not more than 45 days after the submission of a letter of appeal.

7.10.4 If a person violates the provisions of this By-Law, or any regulation, permit, notice, or order issued thereunder, the Director of Public Works/designee, with the approval of the Board of Selectmen, may seek injunctive relief in a court of competent jurisdiction to restrain such person from activities that would create further violations or to compel the person to perform abatement or remediation of the violation.

7.10.5 The remedies set forth in this Section are not intended to be exclusive of any other remedies available under applicable federal, state, or local law.

SECTION 7.11 WAIVER

The permit granting authority may waive strict compliance with any requirement of this By-Law when (a) such action would serve a substantial public interest, (b) such action is required for compliance with the Massachusetts Contingency Plan (MCP), or (c) strict compliance would result in severe economic hardship greater in magnitude than the public interest to be served."

The following motion to amend was offered by Mr. Matthew D. Borrelli, Selectman:

MOVED: That the main motion under Article 15 be amended by:

deleting the text of Section 7.4 and inserting in place thereof the word "[Reserved]"; and

deleting the text of Section 7.7 and inserting in place thereof the word "[Reserved]"; and

inserting a new section 7.12 as follows:

SECTION 7.12 EFFECTIVE DATE

[Reserved]."

Janet Bernardo, Chairman, addressed this proposal on behalf of the Conservation Commission. He explained that she is a civil engineer and specializes in stormwater management. She explained that we really need to send stormwater back into the ground to get cleaned and eventually become clean enough to drink. Janet urged support of this by-law and future articles to keep our water clean.

Louise L. Miller, member, advised that the Finance Committee unanimously recommends adoption of Article 15. We must comply with the EPA requirements and cautioned that non-compliance could result in daily fines.

Mr. Joseph J. Leghorn stated that he was formerly involved in water waste and suggested that Town Meeting reject the amendment and pass the original by-law. He questioned the reasoning behind offering an amendment which deletes the guts of the by-law.

Mr. Borrelli explained that the Board of Selectmen feels it is important to move forward with the by-law now and return with future updates.

In response to an inquiry from Ilan Barzilay, Mr. Borrelli indicated that there are no guarantees as far as fines for non-compliance.

After a brief discussion, Mr. John D. Crimmings requested the opinion of Town Counsel. Town Counsel David S. Tobin suggested that it would be his opinion that Town Meeting pass the original motion.

Mr. Nicholas P Sterling questioned if the town was already complying with the stormwater by-law. Mr. Borrelli noted that the Town is currently complying with this by-law for commercial property. What would change would be the inclusion of residential property.

A motion to move the previous question on the main motion and the motion to amend was offered by Mr. William R. Dermody. The motion was presented and carried by the required two-thirds vote.

Mr. Borrelli's motion to amend was presented, but it failed to pass on a voice vote.

ACTION: The main motion was presented and carried by a majority vote on a voice vote declared by the Moderator.

ARTICLE 16: was adopted previously this evening by unanimous consent.

At this time the Moderator thanked the following individuals for their help in making this Special Town Meeting run smoothly: Noah Ramos and Lily Pendergast for manning the microphones, Steven Jacques for serving as Marshall, and Pat Thornton, Town Hall Custodian.

At 10:15 P.M. Mr. Daniel P. Matthews, Chairman, on behalf of the Board of Selectmen, offered the following Resolution:

THE FOLLOWING RESOLUTION

was offered

In memory of Sidney Dockser

WHEREAS: Sidney J. ("Sid") Dockser was born and raised in Brookline, graduated from Brookline High School, and earned both a Bachelor of Science and Law Degree from Boston University; and

WHEREAS: Sid and his wife of 60 years Cheryl (Bahn) Dockser settled in their family home on Wayne Road in Needham, where they raised their sons Mark and Ken; and

WHEREAS: Sid served in the U.S. Air Force during the Korean War, and as a Judge Advocate General in the Air Force Reserves, retiring at the rank of Major; and

WHEREAS: Sid was admitted to the bar in 1958. He was a practicing lawyer for nearly 60 years, providing counsel and advice in corporate, small business, criminal, arts, and tax matters, taking on many pro bono cases; and

WHEREAS: Sid loved the arts – music, theater, film and literature – and was a master storyteller. Throughout his life he was a champion of the underprivileged and disadvantaged; and

WHEREAS: Sid served as a member of the Council on Aging from 1979 to 1986, as a member and chair of the Needham Housing Authority in 1980, and as a Town Meeting Member for 27 years, serving from 1965 through 1992;

NOW THEREFORE, be it resolved by this body that the October 10, 2018 Special Town Meeting be dissolved in honor of the civic and community contributions of Sid Dockser to the Town of Needham.

ACTION: At 10:20 P.M. the Resolution was presented and carried unanimously by voice vote.

Theodora K. Eaton, MMC
Town Clerk

A true copy
ATTEST:

* * * * * * *

RECORD OF THE STATE ELECTION
Tuesday, November 6, 2018

Pursuant to a Warrant issued by the Selectmen July 24, 2018 the Inhabitants of the Town of Needham qualified to vote in elections met at the polling places designated for the several precincts in said Needham on Tuesday, the sixth day of September in the year 2018 at seven o'clock in the forenoon for the purpose of nominating State and Country officers. The polls remained open until 8:00 o'clock in the afternoon.

The meeting was called to order and the Wardens of the Precincts read the Warrant and the Officer's Return.

The ballot boxes were inspected and found to be empty and with the zero report printed. The boxes were then locked and the keys delivered to the Police Officers in attendance.

The ballot clerks were sworn to the faithful performance of their duties by their respective Wardens.

The polling places had been designated as follows:

Precinct A - The Center at the Heights
Precinct B - The Center at the Heights
Precinct C - Newman School – Gymnasium
Precinct D - Newman School - Gymnasium
Precinct E - Broadmeadow School Performance Center
Precinct F - Needham High School – Gymnasium B
Precinct G - Needham High School – Gymnasium B
Precinct H - Broadmeadow School Performance Center
Precinct I- William Mitchell School - Gymnasium
Precinct J- William Mitchell School - Gymnasium

The polls were opened at seven o'clock in the forenoon and were kept open until eight o'clock in the afternoon.

Cards of instruction and specimen ballots were posted as required by Section 48, Chapter 54 of the General Laws.

The ballot box returns in the Precincts were as follows:

PRECINCTS	A	B	C	D	E
7:00 A.M.	0	0	0	0	0
8:00 A.M.	95	133	109	128	128
9:00 A.M.	155	223	206	209	212
10:00 A.M	253	358	308	269	271
11:00 A.M.	339	488	430	364	354
12:00 NOON	415	586	540	444	438
1:00 P.M.	515	668	620	485	480
2:00 P.M.	558	770	660	524	526
3:00 P.M.	625	-	700	578	569
4:00 P.M.	680	845	736	623	631
5:00 P.M.	730	928	815	705	725
6:00 P.M.	840	1024	904	795	797
7:00 P.M.	902	1104	1014	887	905
8:00 P.M.	973	1170	1080	947	975

PRECINCTS	F	G	H	I	J
7:00 A.M.	0	0	0	0	0
8:00 A.M.	102	115	150	158	130
9:00 A.M.	167	196	239	272	225
10:00 A.M.	236	270	326	386	325
11:00 A.M.	324	332	410	501	435
12:00 NOON	396	397	496	581	541
1:00 P.M.	427	451	557	650	622
2:00 P.M.	471	503	607	703	662
3:00 P.M.	520	533	648	745	692
4:00 P.M.	569	580	701	796	754
5:00 P.M.	640	649	792	893	839
6:00 P.M.	728	763	873	996	934
7:00 P.M.	854	855	1006	1136	1050
8:00 P.M.	902	945	1073	1192	1108

The Town Clerk upon receipt of the returns from the several precincts forthwith canvassed the same and announced the official results at 10:52 P.M., November 6, 2018.

The total number of votes cast was as follows:

	Total
Precinct A	1392
Precinct B	1680
Precinct C	1612
Precinct D	1590
Precinct E	694
Precinct F	728
Precinct G	731
Precinct H	745
Precinct I	762
Precinct J	702
TOTAL	**7,106**

(The absentee ballots are included in the Total Vote)
TOTAL VOTE CAST – 16,445
(73.35% of 22,419 Registered Voters (includes 1109 Inactive Voters)
Total Vote Cast includes 73 additional ballots - including 8 provisional ballots and 65 UOCAVA Ballots from outside the United States)

The result of the balloting was as follows:

	A	B	C	D	E	F	G	H	I	J	TOTAL
Total # of Votes Cast	1397	1686	1615	1597	1723	1613	1706	1703	1720	1685	16,445
Senator in Congress (Vote for One)											
Elizabeth A. Warren	919	1103	1034	1085	1117	1134	1107	1088	1205	1162	10,954
Geoff Diehl	407	511	493	446	523	401	497	521	415	443	4,657
Shiva Ayyadurai	44	40	61	43	49	48	55	58	55	47	500
Scattered Write-Ins:	1	2	2	2	6	3	6	4	2	4	32
Blanks	26	30	25	21	28	27	41	32	43	29	302
Governor and Lieutenant Governor (Vote for One											
Baker and Polito	892	1159	1114	1036	1165	980	1130	1133	1072	1041	10,722
Gonzalez and Palfrey	472	487	476	531	521	592	530	526	622	612	5,369
Scattered Write-Ins:	3	6	2	1	3	1	2	4	3	3	28
Blank	30	34	23	29	34	40	44	40	23	29	326
Attorney General (Vote for One)											
Maura Healey	1035	1245	1229	1227	1291	1278	1293	1257	1395	1292	12,542
James R. McMahon, III	327	405	353	339	401	293	370	404	288	355	3,535
Scattered Write-Ins:	1	0	0	1	0	0	2	0	1	2	7
Blanks	34	36	33	30	31	42	41	42	36	36	361
Secretary of State (Vote for One)											
William Francis Galvin	1037	1217	1196	1216	1310	1233	1267	1269	1344	1272	12,361
Anthony M. Amore	275	379	328	294	320	264	313	317	270	299	3,059
Juan G. Sanchez, Jr.	39	31	23	40	34	49	41	52	35	51	396
Scattered Write-Ins:	0	0	0	1	0	1	2	2	1	1	8
Blanks	46	59	68	46	59	66	83	62	70	62	621
Treasurer (Vote for One)											
Deborah B. Goldberg	983	1197	1140	1175	1231	1186	1174	1175	1262	1220	11,743
Keiko M. Orrall	313	383	377	329	374	293	374	397	315	327	3,482
Jamie M. Guerin	30	21	23	27	33	42	43	33	38	45	335
Scattered Write-Ins:	1	1	1	0	0	1	1	2	0	1	8
Blanks	70	84	74	66	85	91	114	96	105	92	877
Auditor (Vote for One)											
Suzanne M. Bump	879	1057	1007	1058	1100	1058	1060	1043	1149	1111	10,522
Helen Brady	338	436	416	362	419	339	399	430	338	374	3,851
Daniel Fishman	64	75	73	67	85	66	79	72	77	61	719
Edward J. Stamas	19	23	15	18	17	31	32	29	29	30	243
Scattered Write-Ins:	1	0	1	0	0	1	2	3	0	4	12
Blanks	96	95	103	92	102	118	134	126	127	105	1,098

	A	B	C	D	E	F	G	H	I	J	TOTAL
Total # of Votes Cast	1397	1686	1615	1597	1723	1613	1706	1703	1720	1685	16,445
Representative in Congress (Fourth District) (Vote for One)											
Joseph P. Kennedy, III	1098	1321	1304	1307	1380	1309	1361	1363	1427	1368	13,238
Scattered Write-Ins:	26	32	26	43	20	22	28	30	26	32	285
Blanks	273	333	285	247	323	282	317	310	267	285	2,922
Councillor (Second District) (Vote for One)											
R0obert L. Jubinville	993	1187	1147	1170	1228	1178	1199	1190	1274	1241	11,807
Scattered Write-Ins:	19	24	16	21	16	13	17	23	16	17	182
Blanks	385	475	452	406	479	422	490	490	430	427	4,456
Senator in General Court (Norfolk, Bristol & Middlesex District) Precincts A,B,C,I,J) (Vote for One)											
Richard J. Ross	450	570	546	-	-	-	-	-	486	514	2,566
Rebecca L. Rausch	881	1032	965	-	-	-	-	-	1157	1082	5,117
Scattered Write-Ins:	1	21	31	-	-	-	-	-	16	31	1000
Blanks	65	63	73	-	-	-	-	-	61	58	320
Senator in General Court (Norfolk & Suffolk District) (Precincts D,E,F,G,H) (Vote for One)											
Michael F. Rush	-	-	-	1177	1257	1177	1238	1221	-	-	6,070
Scattered Write-Ins:	-	-	-	20	10	13	16	27	-	-	86
Blanks	-	-	-	400	456	423	452	455	-	-	2,186
Representative in General Court (Thirteenth Norfolk District) (Vote for One)											
Denise C. Garlick	1077	1289	1279	1266	1363	1309	1358	1344	1431	1348	13,064
Scattered Write-Ins:	24	26	12	19	18	17	15	26	22	26	205
Blanks	296	371	324	312	342	287	333	333	267	311	3,176
District Attorney (Norfolk District) (Vote for One)											
Michael W. Morrissey	1030	1232	1209	1197	1273	1195	1228	1242	1344	1281	12,231
Scattered Write-Ins:	21	19	11	18	13	16	16	23	17	20	174
Blanks	346	435	395	382	437	402	462	438	359	384	3,176
Clerk of Courts (Norfolk County) (Vote for One)											
Walter F. Timilty, Jr.	1024	1225	1188	1182	1255	1180	1210	1228	1318	1257	12,067
Scattered Write-Ins:	22	20	12	18	12	16	14	22	13	20	169
Blanks	351	441	415	397	456						
417 482	453	389	408	4,209							
Register of Deeds (Norfolk District) (Vote for One)											
William P. O'Donnell	1036	1228	1200	1208	1272	1194	1226	1233	1335	1273	12,205
Scattered Write-Ins:	17	18	12	15	9	13	13	20	13	19	149
Blanks	344	440	403	374	442	406	467	450	372	393	4,091

	A	B	C	D	E	F	G	H	I	J	TOTAL
Total # of Votes Cast	1397	1686	1615	1597	1723	1613	1706	1703	1720	1685	16,445
County Commissioner (Norfolk County) (Vote for Not More Than Two)											
Peter H. Collins	1012	1187	1164	1169	1224	1149	1186	1187	1293	1236	11,807
Scattered Write-Ins:	17	21	13	18	10	15	16	19	11	18	158
Blanks	368	478	438	410	489	449	504	497	416	431	4,480
County Treasurer (to Fill Vacancy) (Norfolk County) (Vote for One)											
James E. Timilty	940	1092	1092	1087	1152	1087	1117	1139	1213	1149	11,068
Scattered Write-Ins:	16	19	14	17	12	14	16	16	9	18	151
Blanks	441	575	509	493	559	512	573	548	498	518	5,226
Question 1 (Patient-to-Nurse Limits)											
Yes	332	297	263	357	367	361	368	339	350	418	3,452
No	1032	1349	1332	1216	1328	1219	1316	1343	1343	1233	12,711
Blanks	33	40	20	24	28	33	22	21	27	34	282
Question 2 (Commission on Limiting Election Spending and Corporate Rights											
Yes	1010	1191	1156	1161	1267	1214	1261	1230	1354	1249	12,093
No	326	437	415	375	406	334	387	430	329	374	3,813
Blanks	61	58	44	61	50	65	58	43	37	62	539
Question 3 (Transgender Anti-Discrimination)											
Yes	1045	1241	1251	1265	1367	1295	1346	1305	1448	1303	12,866
No	327	392	338	296	332	290	324	380	256	343	3,278
Blanks	25	53	26	36	24	28	36	18	16	39	301
Question 4 (Town of Needham Prop 2 1/2 Ballot Question - Public Safety Building & Fire Station #2)											
Yes	841	1052	991	1037	1103	1038	1117	1054	1132	1058	10,423
No	442	499	534	473	522	471	490	553	501	512	4,997
Blanks	114	135	90	87	98	104	99	96	87	115	1,025

The ballots casts in the several precincts were returned to the Town Clerk in the sealed cases. The voting lists used at the entrances to the polling places and at the ballot boxes and copy of the precinct record of the election were also returned, all properly sealed in conformity with the laws governing elections.

Adjourned at 10:59 P.M., November 6, 2018.

Theodora K. Eaton, MMC
Town Clerk

A true Copy
ATTEST

RECORD OF SPECIAL TOWN MEETING
Tuesday January 22, 2019

Pursuant to a Warrant issued by the Selectmen December 21, 2018 the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the James Hugh Powers Great Hall at the Needham Town Hall, Tuesday, January 22, 2019, at 7:30 o'clock in the afternoon (snow date Monday, January 28, 2019).

The checkers appointed by the Selectmen were sworn to the faithful performance of their duties by the Town Clerk.

Check lists were used and 188 voters, including 186 Town Meeting Members, were checked on the list as being present and 60 absent.

The Moderator, Michael K. Fee, called the meeting to order at 7:30 o'clock. Town Meeting Members were requested to rise and join the Moderator in honoring our country by saluting the flag and reciting the Pledge of Allegiance.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

The call to the meeting and the officer's return were read by the Town Clerk, the reading of the articles in the Warrant being waived upon motion.

The Moderator stated that Town Meeting Members may only sit in the first eleven rows as indicated by the Marshall, Steven Jacques, and as signified by the pylons. He further noted that the one microphone which must be used for comments from the floor is being provided to you by Lily Pendergast.

The Moderator announced the following ground rules and these were adopted unanimously:

1. Please rise to be recognized and address the Moderator as Chair. When a member is recognized by the Chair, please state your name and precinct clearly so that the Town Clerk may keep accurate records. If for some reason related to a disability a member cannot rise, shout "Mr. Moderator" or raise your hand high to inform the Chair so that appropriate accommodation may be made.

2. Anyone entering or exiting the Hall while we are in session must use care not to disrupt the session, in particular, must not allow the doors to slam.

3. All cell phones and similar electronic devices must be place in silent mode – **Please check this status now.**

4. No firearms or weapons are permitted in the hall, except by law enforcement personnel.

5. No hats may be worn in the hall other than by uniformed personnel or for religious or medical reasons.

6. Members and all attendees must observe our rules of practice and civility. A speaker will be ruled out of order who refers to individuals or personalities or in the judgment of the Moderator, exceeds the bonds of civility. Please remember that we are ONE community and ONE Town Meeting Family with one common goal: the best interests of our town.

7. All commentary, remarks and inquiries must be addressed to the Moderator as Chair.

8. Your attention is drawn to the disclosure required by an attorney employed by one who has an interest in a matter as set forth in Art. I, Sec. 1.8 of the Needham General By-Laws.

9. Blank forms for lengthy motions are available from Town Counsel, Mr. Tobin, and should be employed. If lengthy or complicated motions are not drafted and submitted for review by the Moderator and Town Counsel prior to being placed on the floor, the speaker will yield the floor to another speaker while the drafting and formulation process is underway.

10. Short motions to amend and procedural motions need not be in writing.

11. Parliamentary motions known as "points of information" and "points of order" shall be strictly construed so as not to elongate or permit debate after a motion to move the previous question has been placed on the floor.

12. Limits on debate shall be enforced by the Moderator.

13. Questions asked for general informational purposes unrelated to the matter under consideration by the meeting shall be ruled out of order.

14. As stated in the Moderator's memorandum to Town Meeting Members in connection with our Annual Town Meeting, inappropriate conduct involving the T.V. coverage or cameras shall be dealt with swiftly by the chair and will be deemed to be out of order and addressed swiftly and definitively by the chair.

15. The Moderator seeks unanimous consent to adopt the following rules of practice concerning debate:

Committee Chairpersons, Proponents of Articles including Citizen Petitioners, Attorneys representing proponents: **(15 Minutes inclusive per article)**

Town Meeting Members, non-Town Meeting Members, visitors other than attorneys: **(5 Minutes all-inclusive per article)**

Announcements

The Moderator welcomed our State Senator, Rebecca L. Rausch, of the Norfolk Bristol and Middlesex District.

The Moderator welcomed our State Representative of the Thirteenth Norfolk District, Denise C. Garlick.

The Moderator announced that Article 1 is the subject to a motion to amend to add an Emergency Preamble and cannot be enacted by unanimous consent in the consent calendar.

Discussion commenced under Article 1.

ARTICLE 1: APPROPRIATE FOR MITCHELL SCHOOL MODULAR CLASSROOMS

To see if the Town will vote to raise and/or transfer and appropriate the sum of $630,000 for the construction of modular classrooms and any associated work at the Mitchell Elementary School, said sum to be spent under the direction of the Permanent Public Building Committee and Town Manager, and to meet this

ıpropriation that said sum be transferred from Free Cash; or take ıy other action relative thereto.

rticle Information: This Article requests approval of $630,000 in ıpplemental funding for construction of two modular classrooms the Mitchell School. Town Meeting has already appropriated a tal of $1,560,000 for this project, which is intended to provide ecessary space in anticipation of implementation of full-day ndergarten in September of 2019. The additional funds are eeded because the one bid received, although otherwise atisfactory, is greater than the appropriation, and Town Meeting pproval of the requested amount is necessary for the project to go rward.

he Select Board, School Committee, and Permanent Public uilding Committee (PPBC) have considered alternative options, ıch as redesign or rebidding the project. The difference between e appropriation and current bid is understood to be driven by ght market conditions. The boards believe that delaying the roject would be unlikely to achieve material savings or decrease e cost. Further, delay would adversely affect the educational rogram, since the new classrooms would not be available for the eptember, 2019 full-day kindergarten start date.

ecause of the time frame for the project, Town Meeting approval f an emergency preamble will be requested.

dditional information is below.

ince May 2018, Town Meeting has approved a total of $1,560,000 or the construction of two modular classrooms at the Mitchell chool: Town Meeting appropriated $210,000 for design in May, 018, followed by an additional $1,350,000 for construction in October, 2018. These modular classrooms will supplement the chool's 22 existing classrooms to provide the 24 classroom spaces ecessary to implement full-day kindergarten at Mitchell School.

The bid process this fall resulted in only one bid for construction of he modular units. That $1.73 million bid exceeded the anticipated onstruction budget by approximately $630,000. The PPBC has tated that an additional appropriation of $630,000, as requested in his Article, is needed in January, 2019 to proceed with the current bid, with an emergency preamble. If approved, a project award would be made in early spring to maintain a scheduled opening in September, 2019.

Several reasons may explain the higher than anticipated bid. There is uncertainty in the market relating to tariffs on imported construction materials, and an extremely tight market for labor given the amount of construction in the Boston metropolitan area. Additionally, there are a limited number of suppliers of these types of modular structures, and the extent of the site work required may have acted to limit interest in the project.

Rebidding or modifying the scope of the project, for example, by relocating or changing the building elements, or redesigning for on-site (as opposed to modular) construction, would delay implementation by one year and would likely increase total cost. Best estimates are that construction costs in the current market will continue to increase, with a limited pool of qualified bidders for the complicated Mitchell site.

Additionally, delay of the project would create significant operational challenges for the school, requiring compromises to the educational program. The new modular classrooms are intended to provide appropriate space for music and art, which will in turn free up space to meet the need for full day kindergarten, special education, English Language Learning, and literacy program spaces. If the space is not available in September of 2019, Mitchell School will still be able to provide full-day kindergarten but:

- *Art classes would need to be delivered in regular classrooms, traveling as "Art on a Cart." That art program would be substantially altered due to the lack of space, materials, water, etc. Due to the lack of an elevator, two different sets of art resources would also be needed as well as a part time art teacher to assist with the delivery of the program.*
- *Teachers and staff would continue to instruct students requiring English Language Learning, special education, and literacy lessons in available hallways and stairwells. Some student testing and conferences would be held in closets, public spaces, or adjacent to staff toilet areas. Some parent and teacher conferences would be held in public spaces, which typically provide little or no privacy.*
- *Before and after school programs would be impacted and placed in the cafeteria with little ability to separate and program for different age groups.*

The School Committee and Select Board request funding approval to proceed with the current bid. Although the current bid is higher than expected, the bidder is qualified and the PPBC believes the bidder can satisfactorily complete the project on time and within the revised budget. Timely completion of the modular classrooms will be a significant help in implementing full-day kindergarten in September.

MOVED: that the Town will vote to raise and/or transfer and appropriate the sum of $630,000 for the construction of modular classrooms and any associated work at the Mitchell Elementary School, said sum to be spent under the direction of the Permanent Public Building Committee and Town Manager, and to meet this appropriation that said sum be transferred from Free Cash.

The following motion to amend was offered by Daniel P. Matthews, Chair of the Select Board:

Moved: That the main motion under Article 1 is amended by adding an emergency preamble as follows:

"This is an emergency measure necessary for the immediate preservation of the peace, health, safety and/or convenience of the Town, and therefore final vote of the Town Meeting passing this measure shall be immediately operative."

Mr. Matthews addressed this article and the amendment on behalf of the Select Board. He noted that the motion to amend to add an Emergency Preamble requires a two-thirds vote for passage. He thanked Town Meeting Members for attending this evening's Special Town Meeting and noted that the source of funding for this proposal is Free Cash. He stated that this article is a supplemental appropriation necessary in order to go forward with the all-day kindergarten program. The Select Board voted unanimously to recommend adoption of Article 1 and the motion to amend.

Mr. Aaron B. Pressman, Chair of the School Committee, addressed Town Meeting and apologized for bringing Town Meeting Members out, but expressed concern that we need to move this project forward. The School Committee asks for your vote.

Mr. Thomas Jacobs, Chair, recommended adoption on behalf of the Finance Committee. He explained that the use of free cash to fund this article will have no impact on our rating but Free

Cash would be lower in May by $630,000. The Finance Committee unanimously recommends adoption of article 1.

In response to an inquiry from Mr. David C. Harris, Mr. Pressman advised that the operating cost of full day kindergarten is approximately $2,000,000 and the Town will receive about $700,000 in State Aid.

In response to an inquiry from Carol I. Urwitz about falling short in the cost, Mr. George F. Kent, Chairman, Permanent Public Building Committee, explained that they, too, were surprised and noted that several bids for other projects came in within or under budget. The Police & Fire project came in as anticipated. There are only one or two firms bidding on this type of project and we believe we might be able to bargain with the vendor to decrease this cost.

Mr. Paul S. Alpert expressed concern that passing the emergency preamble is taking away the rights of the people particularly when the project is not going to be built for three or four months. Mr. Kent noted that we need to get this project in line in order to have this project ready for the opening of school in the fall. The modular classrooms are built in a factory.

Mr. Carlos Aqualimpia rose in support of this article but expressed concern that there was only one bidder on this project.

After a brief discussion, Mr. Matthews motion to amend to add an emergency preamble, which requires a two-thirds vote for passage, was presented and carried by the required two-thirds vote declared by the Moderator.

ACTION: The main motion, as amended, which requires a majority vote, was presented and carried by unanimous vote.

VOTED: That the Town will vote to raise and/or transfer and appropriate the sum of $630,000 for the construction of modular classrooms and any associated work at the Mitchell Elementary School, said sum to be spent under the direction of the Permanent Public Building Committee and Town Manager, and to meet this appropriation that said sum be transferred from Free Cash. This is an emergency measure necessary for the immediate preservation of the peace, health, safety and/or convenience of the Town, and therefore final vote of the Town Meeting passing this measure shall be immediately operative.

At this time the Moderator thanked the following individuals for their help in making this Special Town Meeting run smoothly: Lily Pendergast for manning the microphone, Steven Jacques for serving as Marshall, Pat Thornton, Town Hall Custodian, and Mark Mandell from the Needham Channel.

At 8:20 P.M. Mr. Daniel P. Matthews, Chairman, on behalf of the Select Board, offered the following Resolution:

THE FOLLOWING RESOLUTION

was offered

In memory of Roma Jean Brown

WHEREAS: Roma Jean (Speer) Brown was born and raised in Oak Park, Illinois, and graduated from Northwestern University; and

WHEREAS: Roma Jean was married to the late Dr. Dick Brown for nearly sixty years. They settled in Needham and together they raised their four children: Denise, Julia, Jeffrey, and the late Forrest. Dick and Roma were the proud grandparents of eleven grandchildren and eight great-grandchildren; and

WHEREAS: Roma Jean was an active member of her church, serving on the Altar Guild, teaching Sunday school, coordinating Vacation Bible School, and serving on the Church Council; and

WHEREAS: Roma Jean was instrumental in the creation of the Traveling Meals program in Needham, and was the very first volunteer to deliver meals for that program. She later became the founder and President of the Friends of the Board of Health; and

WHEREAS: Roma Jean participated in the drive to establish the Stanley Tippet Hospice Home, and served as president, secretary, and board member of Springwell, the elder support organization serving nine local communities. She was a passionate member of the League of Women Voters, and a 2001 Richard Patton Melick Foundation award recipient; and

WHEREAS: Roma Jean served as a Library Trustee for 23 years, and as a member of the Council on Aging for over 22 years. She served as a Town Meeting Member representing Precinct E for 30 years, from 1977 to 2007.

NOW THEREFORE, be it resolved by this body that the January 22, 2019 Special Town Meeting be dissolved in honor of the civic and community contributions of Roma Jean Brown to the Town of Needham.

ACTION: At 8:20 P.M. the Resolution was presented and carried unanimously by voice vote.

Theodora K. Eaton, MMC
Town Clerk

A true copy
ATTEST:

* * * * * * *

RECORD OF THE ANNUAL TOWN ELECTION
Tuesday, April 9, 2019

Pursuant to a Warrant issued by the Selectmen March 12, 2019, the Inhabitants of the Town of Needham qualified to vote in elections met at the polling places designated for the several precincts in said Needham on Tuesday, the ninth day of April in the year 2019 at seven o'clock in the forenoon for the purpose of nominating Town Officers and Town Meeting Members. The polls remained open until 8:00 o'clock in the afternoon.

The meeting was called to order and the Wardens of the Precincts read the Warrant and the Officer's Return.

The ballot boxes were inspected and found to be empty and with the zero report printed. The boxes were then locked and the keys delivered to the Police Officers in attendance.

The ballot clerks were sworn to the faithful performance of their duties by their respective Wardens.

The polling places had been designated as follows:

Precinct A - The Center at the Heights
Precinct B - The Center at the Heights
Precinct C - Newman School – Gymnasium
Precinct D - Newman School - Gymnasium
Precinct E - Broadmeadow School Performance Center
Precinct F - Needham High School – Gymnasium B
Precinct G - Needham High School – Gymnasium B
Precinct H - Broadmeadow School Performance Center
Precinct I - William Mitchell School - Gymnasium
Precinct J - William Mitchell School - Gymnasium

The polls were opened at seven o'clock in the forenoon and were kept open until eight o'clock in the afternoon.

Cards of instruction and specimen ballots were posted as required by Section 48, Chapter 54 of the General Laws.

ARTICLE 1: ANNUAL TOWN ELECTION

To choose by ballot the following Town Officers:
One Moderator for Three Years;
One Member of the Select Board for Three Years;
One Town Clerk for Three Years;
One Assessor for Three Years;
Three Members of School Committee for Three Years;
One Trustee of Memorial Park (trustee of soldiers' memorials – Veteran) for Three Years;
One Trustee of Memorial Park (trustee of soldiers' memorials – non-veteran) for Three Years;
Two Trustees of Needham Public Library for Three Years;
One Trustee of Needham Public Library for Two Years;
One Member of Board of Health for Three Years;
Two Members of Board of Health;
One Member of Planning Board for Five Years;
One Member of Needham Housing Authority for Five Years;
One Commissioner of Trust Funds for Three Years;
One Commissioner of Trust Funds for One Year;
Two Members of Park and Recreation Commission for Three Years.
Eight Town Meeting Members from Precinct A for Three Years;
One Town Meeting Member from Precinct A for One Year;
Eight Town Meeting Members from Precinct B for Three Years;
One Town Meeting Member from Precinct B for Two Years;
Eight Town Meeting Members from Precinct C for Three Years;
One Town Meeting Member from Precinct C for One Year;
Eight Town Meeting Members from Precinct D for Three Years;
Eight Town Meeting Members from Precinct E for Three Years;
Eight Town Meeting Members from Precinct F for Three Years;
Eight Town Meeting Members from Precinct G for Three Years;
Eight Town Meeting Members from Precinct H for Three Years;
Eight Town Meeting Members from Precinct I for Three Years;
One Town Meeting Member from Precinct I for One Year;
One Town Meeting Member from Precinct I for Two Years;
Eight Town Meeting Members from Precinct J for Three Years.

The ballot box returns in the Precincts were as follows:

PRECINCTS	A	B	C	D	E
7:00 A.M.	0	0	0	0	0
8:00 A.M.	7	5	7	13	4
9:00 A.M.	14	11	12	20	11
10:00 A.M	20	27	27	39	21
11:00 A.M.	28	60	35	51	33
12:00 NOON	37	74	43	69	50
1:00 P.M.	51	87	50	80	61
2:00 P.M.	58	95	57	89	69
3:00 P.M.	61	103	59	106	72
4:00 P.M.	67	112	66	128	79
5:00 P.M.	73	133	79	140	89
6:00 P.M.	81	143	93	172	101
7:00 P.M.	87	159	107	197	113
8:00 P.M.	99	173	121	210	119

PRECINCTS	F	G	H	I	J
7:00 A.M.	0	0	0	0	0
8:00 A.M.	6	18	9	9	12
9:00 A.M.	17	31	15	13	19
10:00 A.M.	23	40	25	25	24
11:00 A.M.	32	50	43	38	32
12:00 NOON	43	62	49	48	42
1:00 P.M.	53	78	58	52	45
2:00 P.M.	62	85	67	59	54
3:00 P.M.	70	88	75	64	64
4:00 P.M.	78	94	79	77	70
5:00 P.M.	89	116	102	85	84
6:00 P.M.	102	130	112	104	100
7:00 P.M.	126	158	130	121	112
8:00 P.M.	141	170	134	128	130

The Town Clerk upon receipt of the returns from the several precincts forthwith canvassed the same and announced the official results at 10:15 P.M., April 9, 2019.

The total number of votes cast was as follows:

	Total
Precinct A	99
Precinct B	173
Precinct C	121
Precinct D	210
Precinct E	120
Precinct F	141
Precinct G	170
Precinct H	134
Precinct I	128
Precinct J	130
TOTAL	**1,426**

(The absentee ballots are included in the Total Vote)

TOTAL VOTE CAST – 1,426
(6.62% of 21,525 Registered Voters)

The results of the balloting were as follows:

TOWN OFFICES

	A	B	C	D	E	F	G	H	I	J	TOTAL
Total # of Votes Cast	99	173	121	210	120	141	170	134	128	130	1,426
MODERATOR (for three years) (Vote for One)											
Michael K. Fee	79	139	102	165	107	109	135	99	108	103	1,146
Scattered Write-Ins	0	0	0	2	0	1	0	5	0	4	12
Blanks	20	34	19	43	13	31	35	30	20	23	268
SELECTMAN (for three years) (Vote for One)											
Daniel P. Matthews	82	137	99	163	104	105	121	103	103	100	1,117
Scattered Write-Ins	0	1	1	2	1	1	1	6	0	5	18
Blanks	17	35	21	45	15	35	48	25	25	25	291
TOWN CLERK (for three years) (Vote for One)											
Theodora K. Eaton	83	139	103	175	107	114	135	102	112	104	1,174
Scattered Write-Ins	0	0	0	1	0	1	1	3	0	2	8
Blanks	16	34	18	34	13	26	34	29	16	24	244
ASSESSOR (for three years) (Vote for One)											
David J. Ecsedy	28	67	40	61	42	46	66	47	66	40	503
Stanley Winston	47	65	52	81	43	55	51	55	39	64	552
Scattered Write-Ins	0	1	0	0	0	0	0	2	0	0	3
Blanks	24	40	29	68	35	40	53	30	23	26	368
SCHOOL COMMITTEE (for three years) (Vote for Not More Than Three)											
Constance S. Barr	68	123	93	155	96	97	130	101	97	91	1,051
Andrea E. Longo Carter	67	124	90	142	87	92	107	96	97	79	981
Aaron M. Pressman	68	120	91	146	90	94	103	95	91	77	975
Scattered Write-Ins	0	2	0	0	0	0	0	4	0	5	11
Blanks	94	150	89	187	87	140	170	106	99	138	1,260

TOWN OFFICES

	A	B	C	D	E	F	G	H	I	J	TOTAL
otal # of Votes Cast	99	173	121	210	120	141	170	134	128	130	1,426
RUSTEE OF MEMORIAL PARK (Trustee of Soldiers' Memorials – veteran) (for three years) (Vote for One)											
harles J. Mangine	74	129	94	152	86	92	116	99	96	87	1,025
cattered Write-Ins	0	0	0	0	0	0	0	0	1	2	3
lanks	25	44	27	58	34	49	54	35	31	41	398
RUSTEE OF MEMORIAL PARK (Trustee of Soldiers' Memorials – non-veteran) (for three years) (Vote for One)											
ames G. Healy	74	129	95	155	90	90	117	96	98	90	1,034
cattered Write-Ins	0	0	0	0	0	0	0	2	0	2	4
lanks	25	44	26	55	30	51	53	36	30	38	388
RUSTEE OF NEEDHAM PUBLIC LIBRARY (for three years) (Vote for Not More Than Two)											
athleen Cahill Allison	68	123	91	143	90	91	114	96	100	86	1,002
obert A. Petitt	68	108	88	143	76	84	109	87	91	79	933
cattered Write-Ins	1	0	0	0	1	1	0	0	0	2	5
lanks	61	115	63	134	73	106	117	85	65	93	912
RUSTEE OF NEEDHAM PUBLIC LIBRARY (for two years) (Vote for One)											
arbara R. Handel	42	61	34	65	39	39	52	44	57	52	485
nna Giraldo Kerr	32	74	63	82	58	73	78	65	52	53	630
cattered Write-Ins	0	0	0	0	0	0	0	1	0	0	1
lanks	25	38	24	63	23	29	40	24	19	25	310
OARD OF HEALTH (For three years) (Vote for One)											
tephan K. Epstein	66	125	90	146	86	90	105	94	91	84	977
cattered Write-Ins	0	0	0	1	0	1	0	0	0	3	5
lanks	33	48	31	63	34	50	65	40	37	43	444
BOARD OF HEALTH (Vote for NOT MORE THAN TWO)											
Christina S. Mathews	70	118	67	118	75	94	105	99	93	86	925
Robert A. Partridge	40	83	50	78	67	68	89	64	77	66	682
Matthew G. Rubin	41	65	50	82	42	42	51	50	39	52	514
Scattered Write-Ins	0	0	0	0	0	0	0	1	0	0	1
Blanks	47	80	75	142	56	78	95	54	47	56	730
PLANNING BOARD (for five years) (Vote for One)											
Jeanne S. McKnight	74	120	90	137	96	104	114	91	95	86	1,007
Scattered Write-Ins	0	2	0	1	0	0	0	1	0	1	5
Blanks	25	51	31	72	24	37	56	42	33	43	414
NEEDHAM HOUSING AUTHORITY (for five years) (Vote for One)											
Scott M. Brightman	73	127	97	142	89	90	109	92	94	85	998
Scattered Write-Ins	0	0	0	2	0	0	0	3	0	2	7
Blanks	26	46	24	66	31	51	61	39	34	43	421
COMMISSIONER OF TRUST FUNDS (for three years) (Vote for One)											
Joseph P. Scalia	69	121	94	143	91	88	106	93	92	80	977
Scattered Write-Ins	0	1	0	1	0	0	0	1	0	2	5
Blanks	30	51	27	66	29	53	64	39	36	48	444

TOWN OFFICES

	A	B	C	D	E	F	G	H	I	J	TOTAL
Total # of Votes Cast	99	173	121	210	120	141	170	134	128	130	1,426

* Not Elected

COMMISSIONER OF TRUST FUNDS (for One Year) (Vote for One)

Daniel Burns	70	121	89	134	86	88	105	89	91	79	952
Scattered Write-Ins	0	0	0	0	0	0	0	0	0	2	2
Blanks	29	52	32	76	34	53	65	45	37	49	472

PARK & RECREATION COMMISSION (for three years) (Vote for Not More Than Two)

Cynthia J. Chaston	76	122	93	149	88	91	113	97	97	93	1,019
Michelle Geddes	68	114	91	132	86	94	106	89	91	82	953
Scattered Write-Ins	0	0	0	1	0	0	0	0	0	2	3
Blanks	54	110	58	138	66	97	121	82	68	83	877

TOWN MEETING MEMBERS

PRECINCT A (For three years) (Vote for Not More Than Eight)

Lance R. Brown	66	Irwin Silverstein	64
Walter D. Herrick	64	Nina Silverstein	66
John Downey Hotchkiss	62	Write-Ins	
Michael S. Miller	69	Jennifer C. Scheck-Kahn	21
		Sharon P. Serinksy	2

PRECINCT A (For one year) (Vote for One)

Matthew G. Rubin	75

PRECINCT B (For three years)(Vote for Not More Than Eight)

Stuart B. Agler	104	Lori A. Markell	105
William G. Doyle	101	Gerald C. Rovner	111
John J. Frankenthaler	100	Dorothea Von Herder	105
Thomas M. Jacob	112	Christine A. Mawhinney	101

PRECINCT B (For two years) (Vote for One)

Adam J. Block	120	* Carl Matthew Snow	39

PRECINCT C (For three years)(Vote for Not More Than Eight)

Carlos Agualimpia	64	Paul David Isenberg	71
Andrea E. Longo Carter	75	R. Cynthia Landau	69
Lois R. Goldberg	70	Lisa W. Zappala	74
John H. Haslip	59	* Ramin Abrishamian	57
		John J. Vincent	64

TOWN MEETING MEMBERS

	A	B	C	D	E	F	G	H	I	J	TOTAL
otal # of Votes Cast	81	119	69	99	93	158	172	144	131	119	1,185

* Not Elected

PRECINCT C (For one year) (Vote for One)

avid R. Cox	95

PRECINCT D (For three years)(Vote for Not More Than Eight)

Reginald C. Foster	60	M. Kathleen Tedoldi	100
hristopher J. Gerstel	81	* Arthur Walitt	47
oseph J. Leghorn	137	Janet K. Baum	86
Kurt M. Mullen	72	* Carolyn Kay Breen	62
aron M. Pressman	98	Karen L. Calton	91
van F. Rauch	141	Robert A. Petit	80

PRECINCT E (For three years)(Vote for Not More Than Eight)

avid K. Blakelock	74	Victor Paul Seidel	73
dward V. Cosgrove III	83	Paul A. Siegenthaler	78
my Hurley	73	Keith M. LaFace	74
onald W. Ruth	81	Marc R. Rubin	71

PRECINCT F (For three years)(Vote for Not More Than Eight)

arry J. Coffman	79	Michael L. Verdun	63
effrey D. Heller	79	Write-Ins:	
eslie A. Kalish	79	Susan C. Kirk	53
eanne S. McKnight	96	* Steven Markman	18
William J. Okerman	84	* Robyn E. Glazier	9
aren N. Price	85	* Devra G. Bailin	3

PRECINCT G (For three years)(Vote for Not More Than Eight)

Peter W. Beacham, Jr.	88	Kenneth B. Freundlich	88
Michael J. Crawford	99	Lakshmi Balachandra	102
John D. Crimmings	112	Colleen O. Beacham	99
Michael A. Distler	90	Robert John Fernandez	97

PRECINCT H (For three years)(Vote for Not More Than Eight)

lan Barzilay	90	John A. Kingston	87
Hilary Hanson Bruel	92	Eileen K. Orscheln	89
Michael A. Diener	98	Amy M. Wixon	82
Karen E. Han	92	Write-Ins:	
		Molly Kastory Carter	2

PRECINCT I (For three years)(Vote for Not More Than Eight)

Michael Centola	84	Josephine Ochalla	96
Artie R. Crocker	95	Peter J. Pingitore	89
Claire Dee Ecsedy	87	Anne W. Weinstein	93
Joel S. Golden	81	Kathleen D. Whitney	92

TOWN MEETING MEMBERS

	A	B	C	D	E	F	G	H	I	J	TOTAL
Total # of Votes Cast	81	119	69	99	93	158	172	144	131	119	1,185

* Not Elected

PRECINCT I (For two years) (Vote for One)

Write-In: ???		Mehran Sadok	2
Rachel Ann Weinstock	3		

PRECINCT I (For one year) (Vote for One)

Write-In: ???	
Rachel Ann Weinstock	5

PRECINCT J (For three years)(Vote for Not More Than Eight)

Robert E. Deutsch	85	Peter Sergey Panov	85
Kevin J. Keane	87	Carol I. Urwitz	80
George F. Kent	88	Write-Ins:	
David P. Montgomery	88	Janice S. Epstein	6
Christopher Mooney	81	* Matthew J. Spengler	4

The ballots cast in the several precincts were returned to the Town Clerk in the sealed containers. The voting lists used at the entrance to the polling place and at the ballot boxes and a copy of the precinct record of the election were also returned, all properly sealed in conformity with the laws governing elections.

Adjourned at 10:15 P.M. April 9, 2019.

Theodora K. Eaton, MMC
Town Clerk

A true copy
ATTEST:

RECORD OF THE ANNUAL TOWN MEETING
Monday, May 6, 2019

Pursuant to a Warrant issued by the Selectmen February 12, 2019 the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the James Hugh Powers Great Hall at the Needham Town Hall, Monday, May 6, 2019, at 7:30 o'clock in the afternoon.

The checkers appointed by the Selectmen were sworn to the faithful performance of their duties by the Town Clerk.

Check lists were used and 243 voters, including 228 Town Meeting Members, were checked on the list as being present and 23 absent. At the designation of Rev. Nick Morris-Kliment, President of the Needham Interfaith Clergy Association, Rev. Catie Scudera of First Parish in Needham, Unitarian-Universalist, gave the invocation.

The Moderator, Michael K. Fee, called the meeting to order at 7:30 o'clock. Town Meeting Members joined the Moderator in honoring our country by saluting the flag and reciting the pledge of allegiance.

At this time the Moderator recognized the third graders from the Hillside School and their teacher Mrs. Janine Everts who sang "America the Beautiful". Town Meeting Members joined the third graders in pledging allegiance to the flag.

The Moderator declared that a quorum is present and requested the Town Clerk to so record.

The Town Meeting Members were sworn to the faithful performance of their duties by the Town Clerk.

The call to the meeting and the Officer's return were read by the Town Clerk, the reading of the articles in the Warrant being waived upon motion.

The Moderator stated that Town Meeting Members may only sit in the first eleven rows as indicated by the Marshall, Steven Jacques, and as signified by the pylons. He further noted that there are two microphones which must be used for comments from the floor. Tonight, these microphones are being provided to you by Lily Pendergast and Kim Parsons.

The Moderator announced the following ground rules and these were adopted unanimously:

1. Please rise to be recognized and address the Moderator as Chair. When a member is recognized by the Chair, please state your name and precinct clearly so that the Town Clerk may keep accurate records. If for some reason related to a disability a member cannot rise, shout "Mr. Moderator" or raise your hand high to inform the Chair so that appropriate accommodation may be made.

2. Anyone entering or exiting the Hall while we are in session must use care not to disrupt the session, in particular, must not allow the doors to slam.

3. No eating, drinking or smoking is permitted in the hall.

4. No firearms or weapons are permitted in the hall, except by law enforcement personnel.

5. Please silence all cell phones and other electronic devices **Please check this status now!**).

6. No hats may be worn in the hall other than by uniformed personnel or for religious or medical reasons.

7. Members and all attendees must observe our rules of practice and civility. A speaker will be ruled out of order who refers to individuals or personalities or in the judgment of the Moderator, exceeds the bonds of civility. Please remember that we are ONE community and ONE Town Meeting Family with one common goal: the best interests of our town.

8. All commentary, remarks and inquiries must be addressed to the Moderator as Chair.

9. Your attention is drawn to the disclosure required by an attorney employed by one who has an interest in a matter as set forth in Art. I, Sec. 1.8 of the Needham General By-Laws.

10. Blank forms for lengthy motions are available from Town Counsel, Mr. Tobin, and should be employed. If lengthy or complicated motions are not drafted and submitted for review by the Moderator and Town Counsel prior to being placed on the floor, the speaker will yield the floor to another speaker while the drafting and formulation process is underway.

Special Note on zoning articles, Articles 24-28. Zoning is complex and the subject of much effort prior to Town Meeting. As discussed in the Moderator's Memorandum to Town Meeting Members in connection with our Annual Town Meeting, if you contemplate making an amendment to one of these zoning articles, I request that you confer with the Planning Board ***in advance*** *and address questions or if necessary, work out with them in advance the wording and content of any amendments.*

11. Short motions to amend and procedural motions need not be in writing.

12. Parliamentary motions known as "points of information" and "points of order" shall be strictly construed so as not to elongate or permit debate after a motion to move the previous question has been placed on the floor.

13. Limits on debate shall be enforced by the Moderator.

14. Questions asked for general informational purposes unrelated to the matter under consideration by the meeting shall be ruled out of order.

15. As stated in the Moderator's memorandum to Town Meeting Members in connection with our Annual Town Meeting, inappropriate conduct involving the T.V. coverage or cameras shall be deemed to be out of order and addressed swiftly and definitively by the chair.

16. The Moderator seeks unanimous consent to adopt the following rules of practice concerning debate:

Committee Chairpersons, Proponents of Articles including Citizen Petitioners, Attorneys representing proponents: **(15 Minutes inclusive per article)**

Town Meeting Members, non-Town Meeting Members, visitors other than attorneys: **(5 Minutes all-inclusive per article)**

Rules Concerning Budget Articles

In keeping with our tradition, I also seek your unanimous consent for a rule of procedure and debate for discussion under Article 18, the Fiscal Year 2020 Operating Budget, as well as Articles 19 and 20, the Enterprise Fund Budgets, and Article 37, the consolidated Cash Capital Article. That rule would provide that a motion to amend under these articles which adds funds to a particular line item will not be in order unless the movant identifies another line item or items that will be reduced in order to fund the proposed increase.

Hearing no objection, the Moderator finds unanimous consent that the rules of procedure and practice concerning debate as described by the Moderator are voted and adopted and the Town Clerk will so record.

The Moderator reminded Town Meeting Members of the following amendment to the General By-Laws passed under Article 80 at the 1998 Annual Town Meeting: If two-thirds vote of the Town Meeting is required by statute, a count shall not be taken unless it is deemed necessary by the Moderator in the fulfillment of the duties of the office.

The Moderator announced that there is a flyer on the back table announcing a Night of Music for Suicide Prevention and encouraged Town Meeting Members to pick up a flyer.

The Moderator also reminded Town Meeting Members of the enforcement of a 10 minute break which will be enforced.

The Moderator noted that there are no changes in the main affirmative motions.

The Moderator announced that the proponents no longer have an interest in Articles 4, 5, 6, 28, 29 and 44 and requested unanimous consent to withdraw these articles. Town Meeting Members indicated that there were no objections to the withdrawal of these articles and it was voted unanimously to withdraw Articles 4, 5, 6, 28, 29, and 44.

The Moderator announced that Articles 24, 25, 32, and 51 are subject to motions to amend or other motions from the proponents or for other reasons cannot be passed by unanimous consent.

As in the tradition of the Annual Town Meeting, the Moderator asked unanimous consent to omit the reading of the articles and to refer to them by number only. Any Town Meeting Member who wished to "question" or "debate" should so indicate when the number was called, and those articles not so indicated would be adopted by unanimous consent. There was no objection and the Moderator declared this method to be adopted unanimously.

The Moderator noted that Article 1 was the Annual Town Election and has already been disposed of and there are no Committee reports under Article 2. The Moderator then proceeded to call each article in the Warrant by number commencing with Article No. 3. No Town Meeting Members responded with "question" or "debate" to Articles 3, 8, 9, 10, 14, 16, 19, 20, 21, 22, 23, 31, 33, 35, 39, 40, 41, 43, 45, 46, 47, and 48. The Moderator then called each of the above-mentioned articles by number and no objection was heard to adoption by unanimous consent. It was so unanimously voted and the Town Clerk was requested to so record. As a result thereof, said articles and the votes thereunder are as follows:

ARTICLE 3: ESTABLISH ELECTED OFFICIALS' SALARIES

To see if the Town will vote to fix the compensation of the following elected officers of the Town as of July 1, 2019, as required by Massachusetts General Laws, Chapter 41, Section 108:

Town Clerk	$86,304
Town Clerk with 6 years of service in that position	$106,800 (1)
Select Board, Chair	$1,800
Select Board, Others	$1,500

(1) In addition, such compensation shall also include payment of longevity in the amount of $8,544, the accumulation of 15 days of non-occupational sick leave per fiscal year, and payment for 25% of unused sick leave at the time of retirement from Town Service in accordance with M.G.L. c. 32 or sooner, in an amount not to exceed $66,374. The annual salary of $106,800 includes compensation for five weeks of vacation leave, any unused portion of which will be paid at the time of separation from Town service in an amount not to exceed $11,091. No later than the time of separation from Town service, the Town Clerk shall also be paid for seven (7) weeks of accrued, unused vacation time in an amount not to exceed $15,527; or take any other action relative thereto.

Article Information: In accordance with Massachusetts General Law Chapter 41, Section 108, the Town must annually vote to set the salary and compensation for any elected Town officials who receive compensation. The Town Clerk salary has been separated into two categories, newly elected Town Clerk, and Town Clerk with at least six years of service. This is done because Town elections are held in April and Town Meeting would not have a chance to vote on the salary of a newly elected Clerk until after the incumbent had been receiving a higher rate of pay for several months. It has been the practice of the Personnel Board to provide the Town Clerk, the only full-time elected official, with benefits close to that of other full-time employees. Payment for longevity, as well as buy-back of sick leave and vacation no later than the time of separation from Town service, is included in the recommended salary and compensation article. This article also includes provision for a one-time distribution of accumulated and unused vacation leave as of June 30, 2000; such payment to be made no later than the time of separation from Town service.

The annual stipends for the members of the Select Board have remained unchanged since 1977.

MOVED: That the town vote to fix the compensation of the following elected officers of the Town as of July 1, 2019, as required by Massachusetts General Laws, Chapter 41, Section 108:

Town Clerk	$86,304
Town Clerk with 6 years of service in that position	$106,800 (1)
Select Board, Chair	$1,800
Select Board, Others	$1,500

(2) In addition, such compensation shall also include payment of longevity in the amount of $8,544, the accumulation of 15 days of non-occupational sick leave per fiscal year, and payment for 25% of unused sick leave at the time of retirement from Town Service in accordance with M.G.L. c. 32 or sooner, in an amount not to exceed $66,374. The annual salary of $106,800 includes compensation for five weeks of vacation leave, any unused portion of which will be paid at the time of separation from Town service in an amount not to exceed $11,091. No later than the time of separation from Town service, the Town Clerk shall also be paid for seven (7) weeks of accrued, unused vacation time in an amount not to exceed $15,527; or take any other action relative thereto.

ACTION: So voted by unanimous consent.

ARTICLE 8: APPROPRIATE FOR SENIOR CORPS

To see if the Town will vote to raise and/or transfer and appropriate the sum of $15,000 for the purpose of funding the Senior Corps program, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from Overlay Surplus; or take any other action relative thereto.

Article Information: The Senior Corps is a program in which qualified elderly and disabled property owners may work up to 100 hours for the Town. In turn, individuals are paid up to $1,200 per year (calendar year 2019), which is applied to their property tax bills.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $15,000 for the purpose of funding the Senior Corps program, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from Overlay Surplus.

ACTION: So voted by unanimous consent.

ARTICLE 9: APPROPRIATE FOR COMPENSATED ABSENCES FUND

To see if the Town will vote to raise and/or transfer and appropriate the sum of $125,000 for the purpose of funding the Compensated Absences Fund, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from Free Cash; or take any other action relative thereto.

Article Information: The purpose of this article is to fund the Town's employee sick and vacation leave liability. Upon retirement, certain employees are compensated for a portion of their unused sick leave. All employees are entitled to payment of unused vacation leave upon termination of Town service. The Town has been taking steps to reduce or eliminate sick leave buy-back programs for all classes of employees, although an unfunded liability remains.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $125,000 for the purpose of funding the Compensated Absences Fund, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from Free Cash.

ACTION: So voted by unanimous consent.

ARTICLE 10: APPROPRIATE FOR TEMPORARY STAFFING PROGRAM

To see if the Town will vote to raise and/or transfer and appropriate the sum of $76,000 for the purpose of funding a temporary staffing program, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from Free Cash; or take any other action relative thereto.

Article Information: The purpose of this appropriation is to establish a source of funding for temporary staffing needs across General Government departments. With the current unemployment rate at 3.8%, the Town is in a tight job market. Current employees have many options, and qualified potential applicants are in short supply. This program will allow the Town to work directly with temporary staffing agencies to address staffing needs as they occur – due to unexpected or difficult to fill vacancies. This program will allow departments to continue to operate efficiently as they work to find a permanent replacement. Temporary staffing requests will be evaluated based on the operational needs of the department and duration of the assignment.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $76,000 for the purpose of funding a temporary staffing program, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from Free Cash.

ACTION: So voted by unanimous consent.

ARTICLE 14: APPROPRIATE FOR TOWN-OWNED LAND SURVEYS

To see if the Town will vote to raise and/or transfer and appropriate the sum of $100,000 for a survey of Town-owned lands, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from Free Cash; or take any other action relative thereto.

Article Information: Over the past 300 years, the Town has acquired land that has never been surveyed. In recent years, when the Town has begun the design process for construction on such parcels, survey data has been unavailable or incorrect, resulting in delays and added cost to projects. This funding will allow the Town to conduct land surveys, including title research, field work, analysis, installation of bounds or markers, drafting work, and recording of completed plans. This is a multi-year program in the amount of $100,000 per year. Unless circumstances dictate otherwise, FY2020 funding is proposed for survey work at Claxton Field, Pollard School, the Boat Launch, Cooks Bridge, and Mills Field.

MOVED: that the Town vote to raise and/or transfer and appropriate the sum of $100,000 for a survey of Town-owned lands, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from Free Cash.

ACTION: So voted by unanimous consent.

ARTICLE 16: APPROPRIATE FOR DOWNTOWN SNOW REMOVAL PILOT PROGRAM

To see if the Town will vote to raise and/or transfer and appropriate the sum of $35,000 for the purpose of funding the Downtown Snow Removal Pilot Program, said sum to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from Overlay Surplus; or take any other action relative thereto.

Article Information: This funding will support a pilot program for removal of snow and ice in the Downtown Business District. Currently, the Town deploys a hand crew with shovels and snow blowers to remove snow from handicapped ramps, pinch points (areas that are too narrow to use sidewalk tractors), and designated alleyways. The piece of equipment to be purchased is smaller in width and more maneuverable than a traditional sidewalk tractor. It is a ride-on piece of equipment that enables the operator to push through and relocate snow as it goes through difficult snow banks, faster than a push-behind snow blower.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $35,000 for the purpose of funding the Downtown Snow Removal Pilot Program, said sum to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from Overlay Surplus.

ACTION: So voted by unanimous consent.

ARTICLE 19: APPROPRIATE THE FY2020 SEWER ENTERPRISE FUND BUDGET

To see if the Town will vote to raise and/or transfer and appropriate the following sums of money to operate the Sewer Division of the Department of Public Works during fiscal year 2020, under the provisions of M.G.L. Chapter 44, Section 53F ½:

Sewer Enterprise
FY2020

Line #	Description	FY2018 Expended	FTE	FY2019 Current Budget	FTE	FY2020 Recommended	FTE	Town Meeting Amendments
201A	Salary & Wages	$916,696	11.0	$978,169	11.0	$1,028,667	11.0	
201B	Expenses	$415,773		$439,727		$451,947		
201C	Capital Outlay	$43,646		$50,000		$50,000		
201D	MWRA Assessment	$5,889,796		$6,173,219		$6,460,637		
201E	Debt Service	$980,086		$1,500,000		$900,000		
202	Reserve Fund	Transfers Only		$35,000		$35,000		
	TOTAL	**$8,245,997**	**11.0**	**$9,176,115**	**11.0**	**$8,926,251**	**11.0**	
	FY2020 Budget Percentage Change from FY2019 Budget						-2.7%	

and to meet this appropriation that $8,395,784 be raised from Sewer Enterprise Fund receipts, and that $530,467 be raised from the Tax Levy and transferred to the Sewer Enterprise Fund; or take any other action relative thereto.

Article Information: This article funds the operation of the Town's sanitary sewer system. The Town's sewage collection system consists of more than 130 miles of collector and interceptor sewers, 3,958 sewer manholes, and nine sewer pump stations. The Town's sewer system is a collection system that discharges its wastewater to the Massachusetts Water Resources Authority (MWRA) system for treatment. Approximately 65% of the Town's sewer collection system is a gravity-only system, and 35% of the sewer system is pumped into the gravity system. Needham has two principal points of discharge into the MWRA system and nine other public locations where subdivisions discharge to the MWRA system. Personnel maintain and operate 22 sewer pumps, motors, switchgear, gates, valves, buildings, and grounds contained in nine pumping facilities located throughout Town.

The Division also oversees the collection and transportation of stormwater (drains program) originating from rain and snow storms for discharge into streams, brooks, rivers, ponds, lakes, flood plains and wetlands throughout Town. Stormwater and associated discharges are now considered by the Federal government as potentially contaminated, and have come under increasingly severe discharge performance standards. The intention is to reduce or eliminate contaminants contained in the flow washed from ground surfaces considered to be harmful to the environment. The Town's drainage infrastructure consists of approximately 90 miles of various size drainage pipes, 4,225 catch basins, 1,392 drainage manholes, and 295 drainage discharges.

The Sewer Enterprise Fund budget includes the costs of the drains program because the daily work is performed by Enterprise Fund staff. However, the costs not associated with sewer operations are funded by taxation and not by sewer use fees. The table below provides a breakout between the sewer operations and the drains program to compare the budget change in the two operations from the current year.

Budget Line	FY2020 Sewer Operations	FY2020 Drains Program	FY2020 Recommended Budget	FY2019 Sewer Operations	FY2019 Drains Program	Current FY2019 Sewer Budget
Salary & Wages	$662,279	$366,388	$1,028,667	$634,833	$343,336	$978,169
Expenses	$287,868	$164,079	$451,947	$278,313	$161,414	$439,727
Capital Outlay	$50,000	$0	$50,000	$50,000	$0	$50,000
MWRA Assessment	$6,460,637	$0	$6,460,637	$6,173,219	$0	$6,173,219
Debt Service	$900,000	$0	$900,000	$1,500,000	$0	$1,500,000
Reserve Fund	$35,000	$0	$35,000	$35,000	$0	$35,000
Total	$8,395,784	$530,467	$8,926,251	$8,671,365	$504,750	$9,176,115

	FY2020 Sewer Operations $ Change	FY2020 Drains Operations $ Change	FY2020 Sewer Enterprise $ Change	FY2020 Sewer Operations % Change	FY2020 Drains Operations % Change	FY2020 Sewer Enterprise % Change
Salary & Wages	$27,446	$23,052	$50,498	4.3%	6.7%	5.2%
Expenses	$9,555	$2,665	$12,220	3.4%	1.7%	2.8%
Capital Outlay	$0	$0	$0	0.0%		0.0%
MWRA Assessment	$287,418	$0	$287,418	4.7%		4.7%
Debt Service	-$600,000	$0	-$600,000	-40.0%		-40.0%
Reserve Fund	$0	$0	$0	0.0%		0.0%
Total	-$275,581	$25,717	-$249,864	-3.2%	5.1%	-2.7%

The total operating budget of $8,926,251 for FY2020 is $249,864 less than the current FY2019 budget, a decrease of 2.7%. The decrease is due to a $600,000 reduction in the sewer debt service line. This is a temporary decrease. The Town has several large scale utility infrastructure projects pending which will impact the enterprise debt budgets in the out years, in keeping with the overall capital infrastructure-funding plan for long term investments. The reduction in the debt service budget was partially offset by increases in the sewer operational expenses. The FY2020 drains operations portion of the budget is $25,717 (5.1%) more than the current year.

The FY2020 sewer operations portion of the budget is $275,581 lower, a decrease of 3.2% over the current year. As noted above, the decrease is due to the debt service budget. The $6,460,637 MWRA preliminary assessment for FY2020 is $287,418 more than the current appropriation, a 4.7% increase. The final assessment from the MWRA will be affected by the amount of sewer rate relief that is provided to the Authority by the Commonwealth, which will not be known until after the budget is voted by the Legislature and approved by the Governor.

The total salary and wages line is $1,028,667 for FY2020, an increase of $50,498 (5.2%). The sewer division has 11 full-time employees all of whom are members of the NIPEA union. The budget includes step and longevity increases for all the employees who are members of the union, based on the collective bargaining agreement with this group for FY2020, which was approved by Town Meeting.

The total expense line for FY2020 is $451,947 which is $12,220 or 2.8% more than the current year. The largest of the expense increase ($9,319) is for the energy - electric and natural gas - used to operate the various sewer pump stations. The estimated cost for street sweeping, and the collection and disposal of catch basin and street sweeping debris is $3,312 higher than the current year. There is an increase in vehicle-related expenses (fuel) of $1,862. The annual sewer flow meter maintenance expense is anticipated to increase by $875. These increases were offset in part by budget decreases for repair and maintenance contracts ($2,743) and various supplies ($405).

The operating capital line is level funded at $50,000 for FY2020. This budget line pays for grinder replacements and allows the department to continue its annual allocation for sewer pump and small power equipment replacement. The plan for FY2020 is the replacement of one pump at the Great Plain Pump Station and replacement of a grinder at the Reservoir B Pump Station.

The reserve fund is level dollar for FY2020. The budget plan for FY2020 includes a $530,467 transfer from the tax levy to pay for drains-related programs; this is an increase of $25,717 from FY2019.

The Sewer Enterprise Fund also reimburses the general fund for costs incurred and paid by General Fund budgets, e.g., employee benefits, property and casualty insurance, financial and billing expenses, and other administrative and operational support costs. The Sewer Enterprise Fund budget is a self-supporting account. Sewer user fees and charges cover the cost of the sewer operations and the general fund payment supports the drains program.

MOVED: That the Town vote to raise and/or transfer and appropriate the following sums of money to operate the Sewer Division of the Department of Public Works during fiscal year 2020, under the provisions of M.G.L. Chapter 44, Section 53F ½:

Sewer Enterprise
FY2020

Line #	Description	FY2018 Expended	FTE	FY2019 Current Budget	FTE	FY2020 Recommended	FTE	Town Meeting Amendments
201A	Salary & Wages	$916,696	11.0	$978,169	11.0	$1,028,667	11.0	
201B	Expenses	$415,773		$439,727		$451,947		
201C	Capital Outlay	$43,646		$50,000		$50,000		
201D	MWRA Assessment	$5,889,796		$6,173,219		$6,460,637		
201E	Debt Service	$980,086		$1,500,000		$900,000		
202	Reserve Fund	Transfers Only		$35,000		$35,000		
	TOTAL	**$8,245,997**	**11.0**	**$9,176,115**	**11.0**	**$8,926,251**	**11.0**	
	FY2020 Budget Percentage Change from FY2019 Budget						-2.7%	

and to meet this appropriation that $8,395,784 be raised from Sewer Enterprise Fund receipts, and that $530,467 be raised from the Tax Levy and transferred to the Sewer Enterprise Fund.

ACTION: So voted by unanimous consent.

ARTICLE 20: APPROPRIATE THE FY2020 WATER ENTERPRISE FUND BUDGET

To see if the Town will vote to raise and/or transfer and appropriate the following sums of money to operate the Water Division of the Department of Public Works during fiscal year 2020, under the provisions of M.G.L. Chapter 44, Section 53F ½:

Water Enterprise
FY2020

Line #	Description	FY2018 Expended	FTE	FY2019 Current Budget	FTE	FY2020 Recommended	FTE	Town Meeting Amendments
301A	Salary & Wages	$1,249,859	17.0	$1,272,879	17.0	$1,331,359	17.0	
301B	Expenses	$1,013,144		$1,137,563		$1,209,762		
301C	Capital Outlay	$23,092		$20,000		$15,000		
301D	MWRA Assessment	$1,109,794		$856,049		$1,413,150		
301E	Debt Service	$1,404,398		$1,550,000		$1,250,000		
302	Reserve Fund	Transfers Only		$75,000		$75,000		
	TOTAL	**$4,800,287**	**17.0**	**$4,911,491**	**17.0**	**$5,294,271**	**17.0**	
	FY2020 Budget Percentage Change from FY2019 Budget						7.8%	

and to meet this appropriation that said sum be raised from Water Enterprise Fund receipts; or take any other action relative thereto.

Article Information: This article funds the Town's water system. The Town's water distribution system is a single service pressure zone system supplied by two sources. The Town's primary source of water is the Charles River Well Field which is able to produce up to 4.6 million gallons of water per day (the Town is registered for approximately 2.63 million gallons of water per day). The Charles River Well Field consists of three groundwater-pumping stations. Needham's second water source is a connection to the Massachusetts Water Resources Authority (MWRA) surface water supply originating at the Quabbin Reservoir and delivered through the Metrowest Tunnel and the Hultman Aqueduct. This water is pumped into the Needham system at the St. Mary's Pumping Station. This supply is used when the Town's demand for water is greater than the local supply, and serves as a backup should the Town's wells need to be taken off-line. Water Division staff operate the water treatment plant and also operate, maintain, and repair the Town-wide water distribution system. The system is comprised of more than 143.5 miles of water mains, 1,344 public and private hydrants, 3,231 water gate valves, and 10,069 water service connections. This system supports approximately 14,545 installed meters.

The overall operating budget for FY2020 is $5,294,271 or $382,780 (7.8%) more than the FY2019 budget. The increase is the result of a much higher MWRA assessment for the Town's use of water. The MWRA bills the Town for actual water consumption in the calendar year preceding the new fiscal year; the FY2020 water assessment is based on CY2018 water use. The Town's use of MWRA water was up approximately 59% from the prior year. The preliminary water assessment for FY2020 is $557,101 (65.1%) more than the appropriation for this year. The final assessment from the MWRA is not expected until the end of the State budget process.

Water Production	CY2016	CY2017	CY2018
Water Production*	1,217.3	1,166.4	1,308.3
Water Production from MWRA	327.1	225.9	358.5
Water Production from Town Wells	890.2	940.5	949.8
Percentage from MWRA	26.9%	19.4%	27.4%
*millions of gallons			
Water meters replaced	1,348	1,315	1,454
Percentage of the total number of water meters in place for that year	9.3%	9.0%	10.0%

The FY2020 salary and wage line is $1,331,359, an increase of $58,480 (4.6%) over the current budget. The Water Enterprise has 17 full-time employees of whom 13 are unionized. Twelve employees are members of the NIPEA union and one employee is a member of the ITWA union. The budget includes step and longevity increases for employees who are members of the two unions based on the collective bargaining agreements with the two groups for FY2020. The budget also includes funding for non-union personnel.

The water expense line of $1,209,762 is $72,199 higher than the FY2019 budget, approximately 6.4% more. Approximately 58% of that increase ($41,780) is for electricity and natural gas services to operate the water treatment plant, water pump stations, and the two water tanks. The cost for supplies and materials is $16,819 more than the current, a 3.2% increase. This includes the purchase of supplies for the water building facilities, water department vehicles and equipment, employee uniforms, drinking water treatment chemicals, and various water parts for water mains, meters, and connections. Professional and technical services increased by $8,100 (9.3%) due to higher costs for water quality sampling, water cross connection survey and testing at larger facilities which requires the use of outside contractors due to time, access, size, and complexity constraints, and software upgrades. The cost was offset in part by the one-time expense for the Dunster and Bird Hill water tank inspections and testing that was budgeted for FY2019. Tree and brush clearing expenses are $5,500 more for FY2020 than FY2019. This cost includes the clearing of fire roads for emergency response at the water treatment plant.

The operating capital expense is $5,000 less than the current year. The planned expenses are the replacement of two filter influent valves at the water treatment plant which are original and are recommended to be replaced every 15 years.
Similar to the Sewer Enterprise, the water debt service line has been reduced for FY2020. The $300,000 decrease represents a 19.4% reduction. The water infrastructure demands will impact the debt budget in the out years. The water reserve fund is level dollar for FY2020.

The Water Enterprise Fund also reimburses the general fund for costs incurred and paid by general fund budgets, e.g., employee benefits, property and casualty insurance, financial and billing expenses, and other administrative and operational support costs. The Water Enterprise Fund budget is a self-supporting account. Water user fees and charges cover the entire cost of operations.

MOVED: That the Town vote to raise and/or transfer and appropriate the following sums of money to operate the Water Division of the Department of Public Works during fiscal year 2020, under the provisions of M.G.L. Chapter 44, Section 53F ½:

Water Enterprise
FY2020

Line #	Description	FY2018 Expended	FTE	FY2019 Current Budget	FTE	FY2020 Recommended	FTE	Town Meeting Amendments
301A	Salary & Wages	$1,249,859	17.0	$1,272,879	17.0	$1,331,359	17.0	
301B	Expenses	$1,013,144		$1,137,563		$1,209,762		
301C	Capital Outlay	$23,092		$20,000		$15,000		
301D	MWRA Assessment	$1,109,794		$856,049		$1,413,150		
301E	Debt Service	$1,404,398		$1,550,000		$1,250,000		
302	Reserve Fund	Transfers Only		$75,000		$75,000		
	TOTAL	**$4,800,287**	**17.0**	**$4,911,491**	**17.0**	**$5,294,271**	**17.0**	
	FY2020 Budget Percentage Change from FY2019 Budget						7.8%	

and to meet this appropriation that said sum be raised from Water Enterprise Fund receipts.

ACTION: So voted by unanimous consent.

ARTICLE 21: SET THE ANNUAL DEPARTMENT REVOLVING FUND SPENDING LIMITS

To see if the Town will vote to fix the maximum amount that may be spent during fiscal year 2020 beginning on July 1, 2019 for the revolving funds established in the Town's General By-Laws for certain departments, boards, committees, agencies, or officers in accordance with Massachusetts General Laws Chapter 44, Section 53E½, or take any other action relative thereto.

Revolving Fund	Department, Board, Committee, Agency or Officer	FY2020 Spending Limit
Home Composting	Department of Public Works	$3,000
Immunization Program	Health and Human Services Department	$25,000
Memorial Park Activities	Memorial Park Trustees	$4,100
Needham Transportation	Health and Human Services Department	$60,000
Public Facility Use	Department of Public Works	$250,000
School Transportation	School Committee	$819,000
Traveling Meals	Health and Human Services Department	$75,000
Tree Replacement	Department of Public Works	$25,000
Water Conservation	Department of Public Works	$10,000
Youth Services Programs	Health and Human Services Department	$25,000
Aging Services Programs	Health and Human Services Department	$90,000

Article Information: The purpose of this article is to set the annual spending limit for the various revolving funds that are established by Town By-Law in accordance with MGL Chapter 44 Section 53E1/2. The law requires that the Town Meeting shall, on or before July 1 of each fiscal year, vote on the limit for each revolving fund established under this law the total amount that may be expended during the fiscal year. The law provides also that the limit on the amount that may be spent from a revolving fund may be increased with the approval of the Select Board and Finance Committee should the revolving activity exceed the spending limit, but only until the next Annual Town Meeting.

MOVED: That the Town vote to fix the maximum amount that may be spent during fiscal year 2020 beginning on July 1, 2019 for the revolving funds established in the Town's General By-Laws for certain departments, boards, committees, agencies, or officers in accordance with Massachusetts General Laws Chapter 44, Section 53E½, or take any other action relative thereto.

Revolving Fund	Department, Board, Committee, Agency or Officer	FY2020 Spending Limit
Home Composting	Department of Public Works	$3,000
Immunization Program	Health and Human Services Department	$25,000
Memorial Park Activities	Memorial Park Trustees	$4,100
Needham Transportation	Health and Human Services Department	$60,000
Public Facility Use	Department of Public Works	$250,000
School Transportation	School Committee	$819,000
Traveling Meals	Health and Human Services Department	$75,000
Tree Replacement	Department of Public Works	$25,000
Water Conservation	Department of Public Works	$10,000
Youth Services Programs	Health and Human Services Department	$25,000
Aging Services Programs	Health and Human Services Department	$90,000

ACTION: So voted by unanimous consent.

ARTICLE 22: APPROPRIATE TRANSPORTATION IMPROVEMENT FEES

To see if the Town will vote to appropriate funds from the Commonwealth Transportation Infrastructure Fund in the sum of $12,477.50 for the purpose of transportation infrastructure improvements, said sum to be spent under the direction of the Town Manager; or take any other action relative thereto.

Article Information: Chapter 187 of the Acts of 2016 established a Commonwealth Transportation Infrastructure Fund. Each Transportation Network Company (such as Uber and Lyft) is assessed $0.20 per ride to fund transportation improvements. One-half of the amount received from the Fund is to be distributed proportionately to each city and town based on the number of rides that originated in that city or town. The distributed funds must be used to address the impact of transportation network services on municipal roads, bridges and other transportation infrastructure or any other public purpose substantially related to the operation of transportation network services in the city or town. Funding for Transportation Improvements in FY2020 will be allocated to bicycle safety initiatives, unless circumstances require otherwise.

MOVED: That the Town vote to appropriate funds from the Commonwealth Transportation Infrastructure Fund in the sum of $12,477.50 for the purpose of transportation infrastructure improvements, said sum to be spent under the direction of the Town Manager.

ACTION: So voted by unanimous consent.

ARTICLE 23: AUTHORIZATION TO EXPEND STATE FUNDS FOR PUBLIC WAYS

To see if the Town will vote to authorize the Town Manager to permanently construct, reconstruct, resurface, alter or make specific repairs upon all or portions of various Town ways

and authorize the expenditure of funds received, provided or to be provided by the Commonwealth of Massachusetts through the Massachusetts Department of Transportation; or take any other action relative thereto.

Article Information: The Town receives funding from the Commonwealth of Massachusetts for road construction projects. Approval of Town Meeting is required in order for the Town to receive and expend the funds. The Massachusetts Department of Transportation (MassDOT) will distribute Chapter 90 funding only after it has been authorized by the Legislature and the Governor. The preliminary FY2020 Chapter 90 allocation for the Town is $920,152. Unless circumstances require otherwise, the FY2020 Chapter 90 allocation will be directed to the design of the second phase of the downtown design improvement project.

MOVED: That the Town vote to authorize the Town Manager to permanently construct, reconstruct, resurface, alter or make specific repairs upon all or portions of various Town ways and authorize the expenditure of funds received, provided or to be provided by the Commonwealth of Massachusetts through the Massachusetts Department of Transportation.

ACTION: So voted by unanimous consent.

ARTICLE 31: APPROPRIATE FOR FISHER STREET TRAILHEAD DESIGN

To see if the Town will vote to raise and/or transfer and appropriate the sum of $15,000 for the Fisher Street Trailhead design, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from the FY2019 CPA General Reserve; or take any other action relative thereto.

Article Information: The requested funding will support the design of a trailhead for the 1.3 mile Needham Rail Trail that runs from the Charles River to the Town Forest at High Rock Street. The proposed trailhead includes a driveway, parking area, wood rail fence/guardrail, landscaping, benches, signage, and interpretive elements. The addition of parking and associated amenities will increase and improve public access to this recreational asset.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $15,000 for the Fisher Street Trailhead design, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from the FY2019 CPA General Reserve.

Action: so voted by unanimous consent.

ARTICLE 33: APPROPRIATE FOR ROSEMARY LAKE TRAIL PROJECT

To see if the Town will vote to raise and/or transfer and appropriate the sum of $200,000 for the Rosemary Lake Trail project, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from the FY2019 General Fund Reserve; or take any other action relative thereto.

Article Information: The Rosemary Lake Trail Project includes improvements to lake access and trails. The funding would allow the Town to replace the more than 30 year old dock at Rosemary Lake with one that can be used for canoes, kayaks, and paddle boats. In addition, on the camp property side of the Lake, a picnic pavilion will be installed after the existing buildings are demolished to make the trail more attractive and useful to the public.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $200,000 for the Rosemary Lake Trail project, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from the FY2019 General Fund Reserve.

ACTION: So voted by unanimous consent.

ARTICLE 35: APPROPRIATE FOR PLAYGROUND IMPROVEMENTS

To see if the Town will vote to raise and/or transfer and appropriate the sum of $350,000 for playground improvements, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from the FY2019 CPA General Reserve; or take any other action relative thereto.

Article Information: This article is part of the Park & Recreation Commission's overall plan to improve playgrounds through the Town. This funding would add handicap accessible features at Greene's Field and Cricket Field, and begin the addition of poured-in-place pathways at other playgrounds.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $350,000 for playground improvements, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from the FY2019 CPA General Reserve.

ACTION: So voted by unanimous consent.

ARTICLE 39: APPROPRIATE FOR SEWER ENTERPRISE FUND CASH CAPITAL

To see if the Town will vote to raise and/or transfer and appropriate the sum of $831,487 for Sewer Enterprise Fund Cash Capital, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from Sewer Enterprise Fund Retained Earnings; or take any other action relative thereto.

Group	Description	Recommended	Amendment
Sewer	Fleet Replacement Program	$201,487	
Sewer	Sewer Pump Station (Lake Drive)	$630,000	

Group	Description	Recommended	Amendment
		$831,487	

Article Information:

Sewer Pump Station Improvements
The Town maintains nine sewer pump stations at elevations below the gravity system. Without these stations, sewage would not enter the Town's sewerage system at these locations. This project will fund the design and engineering of the replacement of the Lake Drive pump station. The pump station at this location is beyond its useful life and requires constant maintenance. The pumps are failing more frequently due to electrical or mechanical issues and require more personnel time and emergency funds to keep the station running. The plan is to replace the existing canister pump station with a new canister pump station.

Sewer Fleet Replacement – Specialized Equipment

Unit	*Division*	*Year*	*Replacement*	*Amount*
35	*Sewer/DPW*	*1999*	*Catch Basin Cleaner to be replaced in kind.*	*$201,487*

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $831,487 for Sewer Enterprise Fund Cash Capital, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from Sewer Enterprise Fund Retained Earnings.

Group	Description	Recommended	Amendment
Sewer	Fleet Replacement Program	$201,487	
Sewer	Sewer Pump Station (Lake Drive)	$630,000	
		$831,487	

ACTION: So voted by unanimous consent.

ARTICLE 40: APPROPRIATE FOR WASTEWATER SYSTEM REHABILITATION

To see if the Town will vote to raise, appropriate and/or transfer the sum of $1,600,000 for sewer system rehabilitation, including costs incidental or related thereto, to be spent under the direction of the Town Manager, including without limitation all costs thereof as defined in Section 1 of M.G.L. Chapter 29C, that to meet this appropriation that $800,000 be transferred from Sewer Enterprise Retained Earnings, and that the Treasurer, with the approval of the Select Board, is authorized to borrow $800,000 under M.G.L. Chapter 44, Section 7, M.G.L. Chapter 29C or any other enabling authority; that the Treasurer, with the approval of the Select Board, is authorized to borrow all or a portion of the amount from the Massachusetts Clean Water Trust (MCWT) established pursuant to M.G.L. Chapter 29C and/or the Massachusetts Water Resources Authority (MWRA) and in connection therewith, to enter into a financing agreement and/or security agreement with the MCWT and/or loan agreement and financial assistance agreement with the MWRA with respect to such loan; that the Town Manager be authorized to contract with the MCWT, the MWRA and the Department of Environmental Protection with respect to such loan and for any federal, state or other aid available for the project or for the financing thereof; that the Select Board, Town Manager, or other appropriate local official is authorized to enter into a project regulatory agreement with the Department of Environmental Protection; and that the Town Manager is authorized to expend all funds available for the project; and that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount; or take any other action relative thereto.

Article Information: The Town recently completed a study identifying priority areas for inflow and infiltration removal for the next ten years. The Town of Needham, along with numerous other communities, is under Administrative Orders from the Department of Environmental Protection (DEP) to identify and remove Infiltration and Inflow (I/I) in existing sewer systems. Infiltration is defined as groundwater or storm water runoff that enters the system through deteriorated pipe or manhole structures that need to be repaired. Inflow is defined as clean, non-septic water, which is introduced to the system. This water is generally produced by residential sump pumps that drain basements. Unless circumstances require otherwise, this funding will support the design of the removal of the remaining locations of identified infiltration in the system by methods including replacing sewer manholes, lining sewer mains, replacing sewer mains and services, and testing and sealing joints.

MOVED: That the Town vote to raise, appropriate and/or transfer the sum of $1,600,000 for sewer system rehabilitation, including costs incidental or related thereto, to be spent under the direction of the Town Manager, including without limitation all costs thereof as defined in Section 1 of M.G.L. Chapter 29C, that to meet this appropriation that $800,000 be transferred from Sewer Enterprise Retained Earnings, and that the Treasurer, with the approval of the Select Board, is authorized to borrow $800,000 under M.G.L. Chapter 44, Section 7, M.G.L. Chapter 29C or any other enabling authority; that the Treasurer, with the approval of

the Select Board, is authorized to borrow all or a portion of the amount from the Massachusetts Clean Water Trust (MCWT) established pursuant to M.G.L. Chapter 29C and/or the Massachusetts Water Resources Authority (MWRA) and in connection therewith, to enter into a financing agreement and/or security agreement with the MCWT and/or loan agreement and financial assistance agreement with the MWRA with respect to such loan; that the Town Manager be authorized to contract with the MCWT, the MWRA and the Department of Environmental Protection with respect to such loan and for any federal, state or other aid available for the project or for the financing thereof; that the Select Board, Town Manager, or other appropriate local official is authorized to enter into a project regulatory agreement with the Department of Environmental Protection; and that the Town Manager is authorized to expend all funds available for the project; and that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

ACTION: So voted by unanimous consent.

ARTICLE 41: APPROPRIATE FOR WATER DISTRIBUTION SYSTEM IMPROVEMENTS

To see if the Town will vote to raise, appropriate and/or transfer the sum of $4,791,500 for Water Distribution System Improvements, including costs incidental or related thereto, to be spent under the direction of the Town Manager, including without limitation all costs thereof as defined in Section 1 of M.G.L. Chapter 29C, that to meet this appropriation that $291,500 be transferred from Water Enterprise Retained Earnings, and that the Treasurer, with the approval of the Select Board, is authorized to borrow $4,500,000 under M.G.L. Chapter 44, Section 7, M.G.L. Chapter 29C or any other enabling authority; that the Treasurer, with the approval of the Select Board, is authorized to borrow all or a portion of the amount from the Massachusetts Clean Water Trust (MCWT) established pursuant to M.G.L. Chapter 29C and/or the Massachusetts Water Resources Authority (MWRA) and in connection therewith, to enter into a financing agreement and/or security agreement with the MCWT and/or loan agreement and financial assistance agreement with the MWRA with respect to such loan; that the Town Manager be authorized to contract with the MCWT, the MWRA and the Department of Environmental Protection with respect to such loan and for any federal, state or other aid available for the project or for the financing thereof; that the Select Board, Town Manager, or other appropriate local official is authorized to enter into a project regulatory agreement with the Department of Environmental Protection; and that the Town Manager is authorized to expend all funds available for the project; and that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount; or take any other action relative thereto.

Article Information:

Water System Rehabilitation

Through the Water System Rehabilitation Program, the Town's water infrastructure is continually evaluated to assess functionality and performance, and to identify areas in need of repair. Water infrastructure requires ongoing attention and periodic replacement, and portions of the Town's water infrastructure are 75+ years old and approaching the end of their useful life. A diligent rehabilitation program encompassing maintenance, repair, and replacement ensures a continual supply of water to the public. The Department of Public Works prioritizes replacement of water pipes based upon pipe condition, water break history, and adequacy of water flow to fire hydrants. Unless circumstances require otherwise, the FY2020 funding will support the replacement of water mains on Bennington Street from High Street to Concord Street, Country Way, and Alder Book Lane, and the design of water main replacement under Rosemary Lake.

Failing Lined Water Main Replacement

The existing water line dates from 1936-1939 and is cast iron with bitumastic or coal tar liner. The lining of these pipes breaks down over time, causing discoloration in the water and concern for the water quality in the areas serviced by this line. The Town began addressing this issue in 2008, when there was approximately 19,000 linear feet of piping in need of replacement. This funding will complete the project and replace the remainder of existing pipe – 5,500 linear feet of 14" water main – with a new 16" water main on Central Avenue from the intersection of Pine Street, and Marked Tree Road to High Rock Street. This project will include replacing the pipe and reconstruction of the road.

MOVED: that the Town will vote to raise, appropriate and/or transfer the sum of $4,791,500 for Water Distribution System Improvements, including costs incidental or related thereto, to be spent under the direction of the Town Manager, including without limitation all costs thereof as defined in Section 1 of M.G.L. Chapter 29C, that to meet this appropriation that $291,500 be transferred from Water Enterprise Retained Earnings, and that the Treasurer, with the approval of the Select Board, is authorized to borrow $4,500,000 under M.G.L. Chapter 44, Section 7, M.G.L. Chapter 29C or any other enabling authority; that the Treasurer, with the approval of the Select Board, is authorized to borrow all or a portion of the amount from the Massachusetts Clean Water Trust (MCWT) established pursuant to M.G.L. Chapter 29C and/or the Massachusetts Water Resources Authority (MWRA) and in connection therewith, to enter into a financing agreement and/or security agreement with the MCWT and/or loan agreement and financial assistance agreement with the MWRA with respect to such loan; that the Town Manager be authorized to contract with the MCWT, the MWRA and the Department of Environmental Protection with respect to such loan and for any federal, state or other aid available for the project or for the financing thereof; that the Select Board, Town Manager, or other appropriate local official is authorized to enter into a project regulatory agreement with the Department of Environmental Protection; and that the Town Manager is authorized to expend all funds available for the project; and that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

ACTION: So voted by unanimous consent.

ARTICLE 43: APPROPRIATE TO CAPITAL IMPROVEMENT FUND

To see if the Town will vote to raise, and/or transfer and appropriate the sum of $166,612 to the Capital Improvement Fund, as provided under the provisions of Massachusetts General Law Chapter 40, Section 5B, as further amended by Section 22 of Chapter 218 of the Acts of 2016, and to meet this appropriation that said sum be transferred from Free Cash; or take any other action relative thereto.

Article Explanation: Massachusetts General Law Chapter 40, Section 5B, allows the Town to create one or more stabilization funds for different purposes. A stabilization fund is a special reserve fund into which monies may be appropriated and reserved for later appropriation for any lawful municipal purpose. Monies accumulated in a stabilization fund carry forward from one fiscal year to another. Interest earned from the investment of monies in the stabilization fund remains with that fund. Town Meeting by majority vote may appropriate into the fund and by a two-thirds vote appropriate from the fund. The 2004 Annual Town Meeting under Article 58 approved the creation of Capital Improvement Stabilization Fund for the purpose of setting aside funds for time-sensitive and critical capital item(s) at times when ordinary funding sources are limited or not available. Over time, as the fund grows and is supported, it will be one of the tools in the overall financial plan of the Town. Maintaining and supporting such funds is looked upon favorably by the credit rating industry. The recommended appropriation is equal to the amount that the Town received from the sale of surplus equipment during FY2018. This was one of the sources identified to be contributed to the fund. The balance in the fund as of March 29, 2019 was $904,737.

MOVED: That the Town vote to raise, and/or transfer and appropriate the sum of $166,612 to the Capital Improvement Fund, as provided under the provisions of Massachusetts General Law Chapter 40, Section 5B, as further amended by Section 22 of Chapter 218 of the Acts of 2016, and to meet this appropriation that said sum be transferred from Free Cash.

ACTION: So voted by unanimous consent.

ARTICLE 45: APPROPRIATE FOR WORKERS COMPENSATION RESERVE

To see if the Town will vote to raise and/or transfer and appropriate the sum of $283,706 to the Workers Compensation Reserve Fund, said sum to be transferred from Free Cash; or take any other action relative thereto.

Article Information: The purpose of this request is to replenish the Workers' Compensation Fund which is the Town's reserve fund for paying workers' compensation claims of a prior year and for lump sum settlements up to the limit of the Town's reinsurance limit (for both School and General Government employees.) Typically, the source of funds for this account is any remaining balance in the workers compensation line item contained in the employee benefits and assessments budget. Due to increases in salaries and expenses over the past decade, and the resolution of several long-standing cases, the fund balance has been declining. The balance in the Reserve as of December 31, 2018 was $525,014.

MOVED : That the Town vote to raise and/or transfer and appropriate the sum of $283,706 to the Workers Compensation Reserve Fund, said sum to be transferred from Free Cash.

ACTION: So voted by unanimous consent.

ARTICLE 46: AMEND GENERAL BY-LAW/SELECT BOARD

To see if the Town will vote to amend its General By-laws by deleting where ever they appear the word "Selectmen" and the term "Board of Selectmen" and replacing them with the term "Select Board" except in Section 1.9 where the word "Selectmen" be replaced by the term "Select Board Members"; or take any other action relative thereto.

Article Information: The 2018 Annual Town Meeting approved a home rule petition to change the title of the Board of Selectmen to "Select Board." Chapter 341 of the Acts of 2018 changed the title in the entire Town Charter. Town Meeting action is needed to change the terms "Selectmen" and "Board of Selectmen" where they appear in the General By-Laws of the Town.

MOVED: That the Town vote to amend its General By-laws by deleting where ever they appear the word "Selectmen" and the term "Board of Selectmen" and replacing them with the term "Select Board" except in Section 1.9 where the word "Selectmen" be replaced by the term "Select Board Members".

ACTION: So voted by unanimous consent.

ARTICLE 47: AMEND GENERAL BY-LAW/ELECTION OF OFFICERS

To see if the Town will vote to amend the General By-Laws by deleting Section 1.9 (k) and inserting in place thereof the following: "(k) Five members of the Board of Health for a term of three years."; or take any other action relative thereto.

Article Information: The 2018 Annual Town Meeting approved a home rule petition to change the number of members of the Board of Health from three to five. Chapter 341 of the Acts of 2018 changed the composition of the Board of Health in the Town Charter. Town Meeting action is required to make the same change to the General By-Laws of the Town.

MOVED: That the Town vote to amend the General By-Laws by deleting Section 1.9 (k) and inserting in place thereof the following: "(k) Five members of the Board of Health for a term of three years.".

ACTION: So voted by unanimous consent.

ARTICLE 48: EXTINGUISH SEWER EASEMENT

To see if the town will vote to authorize the Select Board to extinguish a sewer and drain easement from Greendale Avenue to the Route 128 Right-of-Way; more fully described in an order of taking number 1959-4, dated July 14, 1959 and recorded at the Norfolk County Registry of Deeds in Book 3743, Page 551; or take any other action relative thereto.

Article Information: The developer of Modera Needham received a Comprehensive Permit issued by the Zoning Board of Appeals to

allow the development of its project on Greendale Avenue. After the developer relocated the Town's sewer line at its expense, the Select Board authorized the developer to encroach on the existing sewer easement to construct the facility. This action by Town Meeting is required to authorize the Select Board to extinguish the existing sewer easement as it is no longer needed.

MOVED: That the Town vote to authorize the Select Board to extinguish a sewer and drain easement from Greendale Avenue to the Route 128 Right-of-Way; more fully described in an order of taking number 1959-4, dated July 14, 1959 and recorded at the Norfolk County Registry of Deeds in Book 3743, Page 551.

ACTION: So voted by unanimous consent.

At this time the Moderator proceeded with the remaining articles in the warrant.

ARTICLE 2: COMMITTEE AND OFFICER REPORTS

To hear and act on the reports of Town Officers and Committees.

The Moderator stated that there are no reports of Town Officers and Committees and declared this article disposed of.

Article 3 was adopted by unanimous consent earlier this evening (Monday, May 6, 2019).

ARTICLE 4: FUND COLLECTIVE BARGAINING AGREEMENT – NEEDHAM POLICE UNION

To see if the Town vote to fund the cost of items contained in a collective bargaining agreement between the Town and the Needham Police Union by authorizing the Town Manager to transfer a sum necessary to fund the cost items contained in the agreement from the Classification, Performance and Settlements line to the appropriate lines in the Operating Budget for fiscal year 2020; or take any other action relative thereto.

Article Information: At the time of the printing of the warrant, the parties had not reached agreement on this contract.

MOVED: That the Town will vote to fund the cost of items contained in a collective bargaining agreement between the Town and the Needham Police Union by authorizing the Town Manager to transfer a sum necessary to fund the cost items contained in the agreement from the Classification, Performance and Settlements line to the appropriate lines in the Operating Budget for fiscal year 2020.

Article 4 was withdrawn earlier this evening (May 6, 2019).

ARTICLE 5: FUND COLLECTIVE BARGAINING AGREEMENT – NEEDHAM POLICE SUPERIOR OFFICERS ASSOCIATION

To see if the Town will vote to fund the cost of items contained in a collective bargaining agreement between the Town and the Needham Police Superior Officers Association by authorizing the Town Manager to transfer a sum necessary to fund the cost items contained in the agreement from the Classification, Performance and Settlements line to the appropriate lines in the Operating Budget for fiscal year 2020; or take any other action relative thereto.

Article Information: At the time of the printing of the warrant, the parties had not reached agreement on this contract.

MOVED: That the Town vote to fund the cost of items contained in a collective bargaining agreement between the Town and the Needham Police Superior Officers Association by authorizing the Town Manager to transfer a sum necessary to fund the cost items contained in the agreement from the Classification, Performance and Settlements line to the appropriate lines in the Operating Budget for fiscal year 2020.

Article 5 was withdrawn earlier this evening (May 6, 2019).

ARTICLE 6: FUND COLLECTIVE BARGAINING AGREEMENT – NEEDHAM FIRE UNION

To see if the Town will vote to fund the cost of items contained in a collective bargaining agreement between the Town and the Needham Fire Union by authorizing the Town Manager to transfer a sum necessary to fund the cost items contained in the agreement from the Classification, Performance and Settlements line to the appropriate lines in the Operating Budget for fiscal year 2020; or take any other action relative thereto.

Article Information: At the time of the printing of the warrant, the parties had not reached agreement on this contract.

MOVED: That the Town vote to fund the cost of items contained in a collective bargaining agreement between the Town and the Needham Fire Union by authorizing the Town Manager to transfer a sum necessary to fund the cost items contained in the agreement from the Classification, Performance and Settlements line to the appropriate lines in the Operating Budget for fiscal year 2020.

Article 6 was withdrawn earlier this evening (May 6, 2019).

ARTICLE 7: APPROPRIATE FOR NEEDHAM PROPERTY TAX ASSISTANCE PROGRAM

To see if the Town will vote to raise and/or transfer and appropriate the sum of $37,000 for the purpose of funding the Needham Property Tax Assistance Program, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from Overlay Surplus; or take any other action relative thereto.

Article Information: The Property Tax Assistance Program provides assistance to elderly and disabled taxpayers in need. This appropriation complements donations by private parties to the "Voluntary Tax Relief Program" authorized by statute. The ultimate goal of the Select Board is to set a target annual appropriation for the Property Tax Assistance Program equal to the amount of private contributions to the voluntary program during the preceding fiscal year. The voluntary fund received $10,026 in fiscal year 2018.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $37,000 for the purpose of funding the Needham Property Tax Assistance Program, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from Overlay Surplus.

Mr. Matthew D. Borrelli, Member, addressed this proposal on behalf of the Select Board. He explained that this article provides assistance to the elderly and disabled taxpayers. The Select Board unanimously supports this article.

Mr. Richard J. Lunetta, Member, addressed this proposal on behalf of the Finance Committee. He noted that this proposal helps seniors and disabled taxpayers with their Real Estate Taxes. The Finance Committee unanimously supports this article.

Ms. Elizabeth P. Handler encouraged Town Meeting Members to add a little donation to the little envelope that comes with the Real Estate bill. Jeanne S. McKnight suggested adding $125 to the little envelope every year.

ACTION: The main motion was presented and carried by unanimous vote.

Article 8 was adopted by unanimous consent earlier this evening (Monday, May 6, 2019).

Article 9 was adopted by unanimous consent earlier this evening (Monday, May 6, 2019).

Article 10 was adopted by unanimous consent earlier this evening (Monday, May 6, 2019).

ARTICLE 11: APPROPRIATE FOR PARK & RECREATION POOL STAFFING

To see if the Town will vote to raise and/or transfer and appropriate the sum of $69,419 for the purpose of funding Rosemary Pool staffing, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be raised from the Tax Levy; or take any other action relative thereto.

Article Information: The opportunity to increase the season at the new Pools at Rosemary Recreation Complex is a high priority for both the Park & Recreation Commission and the Select Board. The requested funding will allow the Department to hire a part-time pool specialist and additional seasonal pool staff, and create a lifeguard retention program to expand the season in some capacity from Memorial Day to Labor Day. The expanded pool season initiative will be evaluated and, if successful, the Department will recommend that funding be included in the annual operating budget to support the program in the future.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $69,419 for the purpose of funding Rosemary Pool staffing, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be raised from the Tax Levy.

Mr. John A. Bulian, Chair, addressed this proposal on behalf of the Select Board. He explained that due to demand, the Park and Recreation Department is trying to expand the pool season. If the initiative is successful, funding for future years would be included in the operating budget. The Select Board unanimously supports this article.

Christopher J. Gerstel, Chair, addressed this proposal on behalf of the Park and Recreation Commission. He explained that this article would allow 4 additional lifeguards, longer hours and a part time pool specialist.

Mr. Thomas M. Jacob, member, addressed this proposal on behalf of the Finance Committee. He noted that the Finance Committee recommends adoption of this article.

In response to an inquiry from Steven M. Rosenstock, Mr. Bulian advised that 723 families, 40 adults, and 85 seniors have signed up for Rosemary Pool.

Mr. Jacob noted that the funding is needed to cover a longer season and additional hours.

ACTION: The main motion was presented and carried by majority vote declared by the Moderator.

ARTICLE 12: APPROPRIATE FOR PUBLIC COMMUNICATIONS STAFFING

To see if the Town will vote to raise and/or transfer and appropriate the sum of $128,417 for the purpose of funding a Public Information Officer, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be raised from the Tax Levy; or take any other action relative thereto.

Article Information: This appropriation would allow the Town to hire a Public Information Officer to direct the implementation of an integrated communications strategy for the Town. The PIO would work with individual boards and committees to gain understanding of their communications needs, provide ideas and recommendations, and implement those that are determined to be appropriate. The PIO would promote citizen participation in public events and solicit input on decision making through online marketing efforts; develop and implement on-line and mobile-based methods for receiving feedback from residents; promote the use of video through the Town's public access and other media; gather feedback on the functionality of the Town's website, make any changes that are deemed necessary, and expand information provided on the official website; coordinate the Town's social media and outreach accounts, ensuring compliance with established guidelines and consistency in messaging; and monitor both internal and external social media accounts and provide accurate information as required, directing the public to official Town sources. This article would fund a two year program for a part-time PIO.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $128,417 for the purpose of funding a Public Information Officer, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be raised from the Tax Levy.

Ms. Marianne B. Cooley, Member, addressed this proposal on behalf of the Select Board. She presented a graph depicting the need for a Public Information Officer to work with boards and committees to gain knowledge of their communication needs. This article would fund a two-year program for a part time individual. The Select Board unanimously supports this article.

Mr. Barry J. Coffman, Chair, addressed this proposal on behalf of the Finance Committee. He noted that the Finance does not recommend adoption of Article 12.

In response to an inquiry from Carol I. Urwitz, Marianne B. Cooley requests a response from the Town Manager. The Moderator asked for and received unanimous consent to allow Kate Fitzpatrick, non-resident and Town Manager, to address

Town Meeting. Ms. Fitzpatrick explained that the rate of pay for this position was calculated on similar municipal positions.

Karen N. Price rose in support of this article. She indicated that the Town website is the gateway to Needham.

Mary E. Keane-Hazzard rose in support of this article. She noted that she has worked in communications for Boston University for 25 years and that tonight's remarks are on track.

After a brief discussion, Ilan Barzilay offered a motion to move the previous question. The motion, which requires a two-thirds vote, was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented and the Moderator was still in doubt. The following Town Meeting Members were sworn in as tellers by the Moderator: Richard S. Creem, Cynthia J. Wolfe, Heinz R. Brinkhaus, Thomas M. Harkins, Jane B. Murphy, and Robert J. Dermody. The motion was presented again and passed by a count of hands. The hand count was Yes 186 – No 26.

ACTION: The main motion was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented and the Moderator was still in doubt. The motion was presented for the third time and passed by a count of hands. The hand count was Yes 151 – No 64.

ARTICLE 13: APPROPRIATE FOR RIDGE HILL/NIKE SITE CONSULTING & FEASIBILITY STUDY

To see if the Town will vote to raise and/or transfer and appropriate the sum of $50,000 for the purpose of funding the development of re-use plans for Ridge Hill and the NIKE site, and for a feasibility study for the demolition of structures at Ridge Hill, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from Free Cash; or take any other action relative thereto.

Article Information: This funding will support the further development of re-use plans for the Ridge Hill and the NIKE Site, including identification of the size and type of potential uses and roadway infrastructure. The work will build on the environmental assessment conducted in FY2018 that identified specific locations on the property that can be developed. The funding will also support the assessment, engineering and planning for the demolition of structures on the site.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $50,000 for the purpose of funding the development of re-use plans for Ridge Hill and the NIKE site, and for a feasibility study for the demolition of structures at Ridge Hill, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from Free Cash.

Mr. John A. Bulian, Chair, addressed this article on behalf of the Select Board. He explained that this article will develop options for the site. He also noted that bringing the building up to code would cost the town millions. The Select Board unanimously recommends adoption of Article 13.

Carol A. Fachetti, member, address this proposal on behalf of the Finance Committee. She noted that this $50,000 study would build on the work begun by Weston & Sampson. The Finance Committee unanimously recommends adoption of Article 13.

A motion to amend was offered by Susan Welby to add the words "preservation or" after the words "feasibility study for". Ms. Welby noted that Ridge Hill was the home of weddings, parties and many events.

In response to an inquiry from Jeanne S. McKnight, Mr. Bulian noted that any work regarding this proposal would be in conjunction with the Conservation Commission. He advised that the Select Board is opposed to the amendment.

Mr. Robert J. Dermody rose in support of the amendment and questioned how much of the $50,000 would go toward demolition and why was the building let go to waste. Mr. Bulian noted that $25,000 is earmarked for demolition. He also noted that there was not enough money to do both a study of the demolition and a re-evaluation.

Doug Fox asked if there was someone in the Hall from the Historical Commission. Jeffrey D. Heller, member, advised that the Historical Commission voted not to retain the building as it has no historical value.

In response to an inquiry from Ronald W. Ruth regarding the purpose of the possible roadway, Mr. Bulian advised that the Select Board has been in conversation with the Conservation Commission and they are in support of a roadway which would create a better traffic flow. These studies would help determine the future use of Ridge Hill.

Mr. Jeffrey D. Heller rose in support of this article. He stated that it is an underused asset.

Mr. Ronald W. Ruth expressed concern that no one has voted on this issue and asked if anyone from the Conservation Commission was in the hall. There was no one from the Conservation Commission available to address this article tonight. Mr. Bulian stated that this is not an article to build a road.

Mr. Paul S. Alpert stated that as a Pine Street resident he does not want to see additional traffic on Pine Street so he would be in favor of a road. However he, as a former member of the Conservation Commission, has always been opposed to a road across the Ridge Hill property. Thus he rose in opposition to this article.

After a brief discussion, Ford Peckham offered a motion to move the previous question. The motion was presented and passed by the required two-thirds vote declared by the Moderator.

Ms. Welby's motion to amend was presented, but the motion failed on a voice vote declared by the Moderator.

ACTION: The main motion was presented, but the Moderator was in doubt. The motion was again presented and the Moderator was still in doubt. The motion, which requires a majority vote, was presented for the third time and passed by a count of hands. The hand count was Yes 133 – No 78.

After the break, the Moderator called the meeting back to order. He acknowledged that State Senator Rebecca Rausch was in attendance this evening and expressed his appreciation for her taking time from her busy schedule.

Article 14 was adopted by unanimous consent earlier this evening (Monday, May 6, 2019).

ARTICLE 15: APPROPRIATE FOR PUBLIC FACILITIES MAINTENANCE PROGRAM

To see if the Town will vote to raise and/or transfer and appropriate the sum of $640,000 for the purpose of funding the Public Facilities Maintenance Program, said sum to be spent under the direction of the Town Manager, and to meet this appropriation that $413,000 be transferred from Overlay Surplus and $227,000 be raised from the Tax Levy; or take any other action relative thereto.

Article Information: This warrant article funds the annual maintenance of public buildings throughout the Town, including, but not limited to, asbestos abatement, duct cleaning, painting, and other repairs and necessary upgrades. Unless circumstances require otherwise, the FY2020 program will fund duct cleaning in the High School, wood floor refinishing at the High School, Mitchell, Hillside, Newman, and High Rock Schools, and the Town Hall, and carpet replacement at the Pollard, Mitchell, and Eliot Schools. At Mitchell, improvements include upgrades to the electrical system, the fire alarm system, and the cafeteria/auditorium, as well as additional insulation in the attic and replacement of walls in two classrooms. Funding will support the design of an acoustical treatment in the gym at the Newman School and splitting of the chimney at the High Rock School.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $640,000 for the purpose of funding the Public Facilities Maintenance Program, said sum to be spent under the direction of the Town Manager, and to meet this appropriation that $413,000 be transferred from Overlay Surplus and $227,000 be raised from the Tax Levy.

Mr. Matthew D. Borrelli, member, addressed this proposal and recommended adoption on behalf of the Select Board.

Mr. Barry J. Coffman, Chair, addressed this proposal and recommended adoption on behalf of the Finance Committee. He stated that the Finance Committee recommends future funding through the Operating Budget.

In response to an inquiry from Mr. Steven M. Rosenstock, Mr. Borrelli stated that the floors at the Hillside School are being refinished for building reuse by the Public Safety Department.

In response to an inquiry from Jeanne S. McKnight, the funds are used for the inside of the building. Trees and shrubs are maintained by the DPW.

Matthew D. Borrelli advised John D. Crimmings that some buildings including the Mitchell School still have asbestos.

In response to an inquiry from Paul S. Alpert, Barry J. Coffman advised that the overlay surplus is money held back for uncollected taxes and when those taxes as paid, it becomes available.

ACTION: The main motion was presented and carried by unanimous vote.

Article 16 was adopted by unanimous consent earlier this evening (Monday, May 6, 2019).

ARTICLE 17: APPROPRIATE FOR SMALL REPAIR GRANT PROGRAM

To see if the Town will vote to raise and/or transfer and appropriate the sum of $50,000 for the purpose of funding the Small Repair Grant Program, said sum to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from Free Cash; or take any other action relative thereto.

Article Information: The Small Repair Grant Program is being proposed to provide assistance to moderate-income Needham residents to make repairs and alterations to their homes for health and safety reasons. Up to $5,000 in grant funding would be available per residence, and applications will be evaluated and prioritized based on the extent of health and safety problems and the financial need of applicants. The Small Repair Grant Program responds to the findings and recommendations in the Council on Aging and Needham Public Health Division's Assessment of Housing and Transit Options for Needham Seniors which indicated that one of the major barriers to aging in place involves the costliness of modifying existing homes to increase accessibility.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $50,000 for the purpose of funding the Small Repair Grant Program, said sum to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from Free Cash.

Mr. Daniel P. Matthews, Member, addressed this article on behalf of the Select Board. He stated that this program is modeled after Concord and Sudbury. The Select board unanimously request approval of this program.

John P. Connelly, member, advised that the Finance Committee voted unanimously to request approval of this article. In addition he stated that this proposal was also recommended by the Needham Affordable Housing Trust.

Emily Rose Cooper, Precinct A rose in support of Article 12.

In response to an inquiry from Kimberly Knickle-Tierney, Precinct H, Mr. Matthews advised that the Building Commissioner is working on this, but the town cannot recommend contractors or provide a list of contractors who could perform these projects.

ACTION: The Main motion was presented and carried by unanimous vote.

ARTICLE 18: APPROPRIATE THE FY2020 OPERATING BUDGET

To see what sums of money the Town will vote to raise, appropriate, and/or transfer for the necessary Town expenses and charges, and further that the operating budget be partially funded by a transfer from Free Cash in the amount of $2,068,301, from Overlay Surplus in the amount of $500,000, from amounts Reserved for Debt Exclusion Offsets in the amount of $105,159,

nd $1,185,317 to be raised from CPA receipts; and further that ne Town Manager is authorized to make transfers from line item to the appropriate line items in order to fund the classification nd compensation plan approved in accordance with the rovisions of Section 20B(5) of the Town Charter, and to fund ollective bargaining agreements approved by vote of Town Meeting; and further that the Town Manager is authorized to xpend from line item 5 in order to meet expenses for post-mployment health and life insurance benefits for eligible retirees rom the fund established for that purpose; or take any other action elative thereto.

Moved: That the Town vote to raise, appropriate, and/or transfer or the necessary Town expenses and charges, and further that the perating budget be partially funded by a transfer from Free Cash n the amount of $2,068,301, from Overlay Surplus in the amount of $500,000, from amounts Reserved for Debt Exclusion Offsets n the amount of $105,159, and $1,185,317 to be raised from CPA eceipts; and further that the Town Manager is authorized to make ransfers from line item 8 to the appropriate line items in order to fund the classification and compensation plan approved in accordance with the provisions of Section 20B(5) of the Town Charter, and to fund collective bargaining agreements approved by vote of Town Meeting; and further that the Town Manager is authorized to expend from line item 5 in order to meet expenses for post-employment health and life insurance benefits for eligible etirees from the fund established for that purpose.

Mr. Barry J. Coffman, Chair, Finance Committee, addressed this proposal.

Mr. Coffman stated that as chair of the Finance Committee it is his task to present the FY2020 General Fund Operating Budget. The Finance Committee recommends the adoption of the FY2020 operating budget. This budget is the culmination of several months of work and contributions from many dedicated and hardworking town employees and elected officials. We are fortunate to have them working on our behalf and fortunate to live in a well-managed, fiscally sound town.

As you know, a detailed accounting of this work is represented in the Finance Committee's Annual Report to Town Meeting found on pages 1 through 10 in the Warrant you hold in your hands. I hope everyone has taken the time to review this report. I will not go through it in detail but will simply focus on a few high level items.

The Town's General Fund revenue for FY2020 is estimated to be about $192mm. This is an increase of 5.4% over FY2019. You can see the components of revenue from the pie chart behind me. The largest revenue component is Property Taxes which for FY2020 is estimated to be $152.5mm, a 7.5% increase over FY19 and the source of about 80% of the town's revenues.

The components of revenue growth over the last few years can be seen on the bar chart. We have been reaping the benefits the last few years of a spike in new growth defined as growth from new development and construction. New growth revenue peaked in FY2018 at $4.8mm and is expected to be $2.7mm in FY2020, the lowest amount in the last 5 years, as new construction, particularly commercial construction in the N2 Innovation district, has begun to taper off. This will be something to monitor going forward as well as the growth in the tax base as growth in overall housing values also show signs of slowing. The town's conservative budgeting practices has resulted in another expected significant year of Free Cash totaling $10.4mm which although down $2.9mm from FY19 will allow the town to fund many capital expenses projects as you see in this year's warrant and also allow us to maintain adequate reserves.

The operating appropriations budget which is summarized on page 14 of the warrant totals about $178mm, an increase of $13mm or 811% over FY2019. This does not include other appropriations of $11.8mm (Cash Capital, Financial Warrant articles and fund transfers) which as a group declined about $4mm or 25% from FY2019.

Mr. Coffman highlighted some of the main drivers of the operating budget increase. He noted that it is important to remember that the town is essentially a service organization. Salaries, benefits and other employee related costs including retiree expenses are the primary expense of the town comprising 73.4% of the operating budget. Most of these expenses are set by negotiated collective bargaining agreements and have limited flexibility. As a whole these costs increased about $7.5mm or 6.1% over FY19. This is actually a very respectable number especially when you consider that the town grew Full Time Equivalent employees or FTE's in FY2020 by almost 49 FTE's or 4.4% over FY2019, by far the largest increase in the last 10 years as you can see from the chart behind me. The bars represent FTE's grouped by departments. Schools are in blue, Public Safety in red, DPW and facilities in green and all other in purple. The line graphs show the % growth of school FTE's and Total FTE's.

As you would expect the main driver of FTE growth is the school department. The school department represents 70% of all the town's FTE's and is adding 45 FTE's in FY2020, 34 of which are for the implementation of full day kindergarten. This has been long planned for and we are fortunate to have the revenue growth and expense discipline that has allowed for the absorption of these employees.

Mr. Coffman mentioned that total employee costs are up only 6.1% in spite of the spike in FTE growth. Part of the reason for this is Group Health Insurance and Benefits costs of $15.5mm are only increasing 1.8% compared with FY2019. The town is transitioning all employees to benchmark and high deductible plans with lower premiums. This should be viewed as one time re-set and we should not expect future health cost growth to be so modest.

The other significant increase in FTE's is in Public Safety. The FY2020 budget includes the addition of 8 new firefighter positions in anticipation of the new Public Safety facility. We have had the need for this additional staff, but have not had adequate space to accommodate them. These positions were going to be phased in over a few years but the town received a grant that is covering a substantial amount of the cost for the next 3 years so the impact on the budget for FY2020, FY2021 and FY2022 is muted.

The other significant expense item Mr. Coffman highlighted is debt service, which is included in Town Wide expenses. Debt Service costs total $19mm in FY2020 an increase of $4.1mm or 27.7% over FY2019. The chart behind highlights the components of debt service for a 10 year period from 2014 through 2024 based on past and current planned borrowings. At the bottom in blue are borrowings funded by the tax levy, which as a policy we limit to 3% of tax revenues. The larger red bar is debt service from excluded debt or Proposition 2 1/2 overrides. Green is CPA debt service and purple is Enterprise Fund debt. You can see that after declining for a few years through FY17 as older projects were fully paid off, we are on a significant upswing in debt costs from all of the recent and future large capital projects.

The surge in 2020 expense is from the new debt service for the Sunita Williams school, the Rosemary pool complex and some debt service from the recent override for the new Public Safety project. You can see there will be another large increase in FY2021 from a full year of new Public Safety complex debt service. Even if we look at debt service excluding Prop 2 ½ debt it is still expected to be on a steady upswing.

Although Excluded debt service costs do not have to be funded as part of the operating budget they obviously are part of the every resident's tax bill and will now comprise over $1000 of the average homeowner's bill.

In closing, Mr. Coffman noted that as a town we have benefitted in recent years from a very favorable economic environment, strong real estate growth and development which has accelerated the revenue growth of the town. However, there are signs that growth rates have begun to decline and will be much more modest going forward. We are also in the midst of an unprecedented capital investment period with a number of significant construction projects underway and a few others on the horizon namely a potentially new DPW facility, a replacement for the Mitchell School and a decision on the future of the Emory Grover Administration building. Total Annual Debt Service costs, including Enterprise Fund debt costs, which were below $15mm as recently as FY2017 are going to be in the $22-27mm range for the foreseeable future.

All of this simply reinforces the need to remain conservative in our budgeting and funding practices and remember our core principles. First, current revenue must be sufficient to support current expenditures; Second, debt must not be used to fund on-going operating expenses; Third, the use of Free Cash to fund operations should be minimized; Fourth, adequate contingency funds should be maintained; and Fifth, sufficient maintenance and replacement funds should be allocated to ensure that facilities and equipment are properly maintained to minimize unexpected future large expenditures which can be very disruptive to a budget that has limited flexibility due to fixed commitments to personnel and debt service. It is also why the Finance scrutinizes very carefully all additions to employee headcount and encourages the deployment of technology wherever possible to temper employment growth.

On behalf of the Finance Committee, Mr. Coffman expressed the Finance Committee's appreciation for the hard work and dedication of the Town Manager, the Director of Finance, the Director of Operations, the Superintendent of Schools, the Director of Financial Operations for the Schools, the department heads and managers along with the Board of Selectman and School Committee. Everyone on the Finance Committee benefited greatly from both their diligence and their open, honest and constructive approach to resolving competing operational needs. Balancing the short term and long term interests of the Town and its residents is our goal and although we are not always in agreement we are fortunate that we can have open honest debates, the hallmark of our Town Government. The finance committee unanimously recommends adoption of Article 18.

The Moderator proceeded to call out each line item in the budget.

Under Line item 5, Retiree Insurance & Insurance Liability Fund, Philip R. Murray questioned the evaluation of future retirement costs. Barry J. Coffman, in conversation with Town Manager, indicated 7% is the current assumption. It was noted that the Town Retirement System is in the top ten in the Commonwealth.

Under Line 6, Retirement Assessments, the pension is 6.8% and expected to be fully funded in 2030.

Under Line 8, Classification Performance & Settlements, Mr. Coffman advised Ford Peckham that the increase over last year is related to pending collective bargaining agreements not settled.

Under Line Item 19, Minuteman Regional High School Assessment, Mr. Jeffrey Stulin, Minuteman Representative, presented a brief update on Minuteman School construction. He noted that there are two parts of the building project – one is the hardware (the building itself) and the other is the software (educational opportunities). The building is supposed to be completed in four months with a school opening date of September 3, 2019. Mr. Stulin stated that there are three new programs that will integrate career paths more closely with academics – advanced manufacturing, multi-media engineering, and animal science. Minuteman has applied for and received several grants.

Mr. Ronald W. Ruth rose to thank and commend Mr. Stulin for his strong and consistent representation of the Minuteman Regional High school for the Town of Needham.

Under Line Item 20, Needham Public Schools, Mr. Michael J. Greis presented the school budget report to Town Meeting.

He stated that what you have before you in this article is a budget request that reflects not just one - but multiple years of careful and thoughtful planning. The most significant element of this request is funding to finally implement full day kindergarten here in Needham.

This has been a long time coming – and is long overdue. The bad news is that we are the last community among the 351 cities and towns of Massachusetts to provide access to full-day Kindergarten. The good news is that - with your support of our budget request this evening – that will change completely.

Five years ago we were preparing to undertake a feasibility study for the replacement of the Hillside School. It seemed possible and once that new, larger school had been built, Needham might then have enough space to provide full-day Kindergarten. That would mean significant additional funding that would require time and effort to secure. In mid 2014, we created a Kindergarten study committee. This group assessed our current and future space and population; their work led to the Mitchell Modules that this body approved earlier this year. Having validated that we would have the space, they assessed the options. This led to the School Committee vote recommending full-day, five day a week, no tuition K for all students in Needham. (note: some communities charge tuition, provide programs only 3 or 4 days a week, or have lotteries for limited space).

The School Committee and Superintendent began vork with the Town Manager, Select Board and Finance Committee to identify a funding plan. The result was the wo-year plan culminating in this year's budget request. It s crisply described in the three paragraphs at the top of page 9 in your warrant book, in the Finance Committee's etter, so I will not repeat it here.

In the meantime, the Kindergarten study committee evolved into a Kindergarten planning committee. After significant research and evaluation, the Committee brought together key elements of our current early education programs with a program called "Focus on K2", developed and implemented in the Boston Public Schools and replicated in communities in Massachusetts and beyond.

Basically, our curriculum will allow Kindergartners to direct their own education, follow their natural curiosity and engage in active learning in a way that most of us would not have imagined possible for five-year olds. But, when you see this model in action, you will believe it. With kids working alone and in small groups – and yes, five-year olds can do that, too - the adults in the room become even more important. That's why the implementation calls for two adults in every classroom.

Beginning this September, with your support this evening, every five-year old entering the Needham Public Schools will experience an incredible Kindergarten program that has been transformed, not simply extended from a half-day to a full-day.

The work doesn't end in September. Over the next several years, we will be learning along with the kids and evolving the program based on our experience.

There will be a second transformation in the Needham Public Schools this September. Thanks again to the support of this Town Meeting and the entire Needham community; the brand new Sunita Williams Elementary School will open, welcoming almost 520 students and staff from the Hillside School to their new home on Central Avenue.

Hillside Principal Michael Kascak and his staff are busy closing out the school year while also preparing for this summer's move to Sunita Williams. The community will be invited to the dedication ceremony on October 11th.

Speaking of Sunita, she is currently in training as one of four NASA Astronauts tapped to fly on the first two operational commercial missions to the International Space Station. The Superintendent consulted with her in selecting the date for the dedication, and she is planning to attend. For those who can't make the dedication, the School Committee will host a Saturday morning open house at the Sunita Williams School this fall.

The School Committee is working on two important initiatives.

The first is a commitment to equity, and the group of educators, parents, and students leading our efforts around equity and inclusion - the Race, Equity, Access, and Leadership or REAL Coalition.

The term Equity has its roots in the law. The law of equity emerged 700 years ago in England as a remedy when statutory or common law produced results that were unfair and unjust. Equity is defined in a law dictionary as "the body of principles constituting what is fair and right (natural law)".

Our definition is a bit more expansive [Equity definition], but holds to those two principles – fair and right. Ensuring equity for all Needham students, including students of color, is challenging work because we have opted to tackle, head on, the issues in our schools that prevent all students from learning and achieving. The data and the voices of our parents, teachers, and students suggest we have work to do to ensure all are included and welcomed. We have chosen not to follow a well-worn path when facing an uncomfortable challenge - "appoint and forget". (In business, this is known as the CXO – Chief Equity Officer....)

Instead, our REAL coalition is a cross-section of stakeholders, collaborating and leading efforts to embed equity throughout our work - curriculum & instruction, professional development, hiring & employment, policies & practices, culture & climate and communications & community engagement. Recognizing the scope and scale of the effort required, the Superintendent's ask of our staff at the beginning of this year was simple but achievable – take small steps toward equity and learn from your mistakes.

Mr. Greis concluded his remarks with our work on Portrait of a Needham Graduate.

Let me first explain what it was not. Many of us, often in corporate settings, have experienced "visioning sessions" – blue-sky, brainstorming sessions to imagine the future....after several hours of which, most participants are willing to agree to almost anything to be released. The results are typically reduced to a slogan, given lip-service and eventually forgotten.

Portrait of a Needham Graduate is very different. Over the last year, a group of more than 50 community stakeholders - students, staff, educators, parents, business and civic leaders, and representatives from higher education – have engaged in a series of workshops to craft an answer to this question:

"What kind of educational experiences do we want for our students at all grade levels as we propel them towards graduation, the challenges ahead, and their future lives?"

This was rigorous, research-driven, thoughtful work and based on the principle of equity and achievement for all students. Note particularly that the work addressed two critical questions that are too often ignored:

- What are we already doing that we must continue to do well?
- What are we doing that we should no longer be doing?

A summary of their work is in a handout at the back of the room. The School Committee will vote to accept the Portrait work at an upcoming meeting. In closing our goals and priorities will be shaped by this work, and it will in turn shape future years' budgets. And, as we know, budgets are the means by which aspiration becomes reality.

Mr. Greis, on behalf of the School Committee, thanked Town Meeting for their time and attention this evening, and for all the support provided – as a Town Meeting body, and as individuals and members of so many Needham organizations. Mr. Greis asked for your support of our budget in this article.

Under Line Item 24, Health and Human Services Department, Mr. Edward V. Cosgrove III, Member, Board of Health, advised Theodore M. Crowell that the Board of Health is vigorous in its regulations of tobacco products and invited him to attend one of their meetings.

Under Line Item 25A, Barry J. Coffman, Chair, Finance Committee, advised Carol I. Urwitz that the salary items is a stipend to a town employee to help the Commission.

ACTION: The main motion was presented and carried by unanimous vote.

VOTED: That the Town vote to raise, appropriate, and/or transfer for the necessary Town expenses and charges, and further that the operating budget be partially funded by a transfer from Free Cash in the amount of $2,068,301, from Overlay Surplus in the amount of $500,000, from amounts Reserved for Debt Exclusion Offsets in the amount of $105,159, and $1,185,317 to be raised from CPA receipts; and further that the Town Manager is authorized to make transfers from line item 8 to the appropriate line items in order to fund the classification and compensation plan approved in accordance with the provisions of Section 20B(5) of the Town Charter, and to fund collective bargaining agreements approved by vote of Town Meeting; and further that the Town Manager is authorized to expend from line item 5 in order to meet expenses for post-employment health and life insurance benefits for eligible retirees from the fund established for that purpose.

Townwide Expenses

1. Casualty, Liability, Property & Self Insurance Program	$626,790
2. Debt Service	$19,038,470
3. Group Health Insurance, Employee Benefits Assessments & Administrative Costs	$15,533,760
4. Needham Electric, Light & Gas Program	$3,746,587
5. Retiree Insurance & Insurance Liability Fund	$6,906,705
6. Retirement Assessments	$8,688,258
7. Workers Compensation	$706,400
8. Classification Performance & Settlements	$835,500
9. Reserve Fund	$1,881,500
Townwide Expense Total	**$57,963,970**
Select Board & Town Manager	
10A Salary & Wages	$902,135
10B Expenses	142,869
Total	**$1,045,004**
Town Clerk & Board of Registrars	
11A Salary & Wages	$359,747
11B Expenses	$53,850
Total	**$413,597**
Town Counsel	
12A Salary & Wages	$75,140
12B Expenses	$254,000
Total	**$329,140**
Finance Department	
13A Salary & Wages	$2,015,110
13B Expenses	$1,043,755
13C Capital	$80,000
Total	**$3,138,865**
Finance Committee	
14A Salary & Wages	$38,532
14B Expenses	$1,360
Total	**$39,892**
Planning and Community Development	
15A Salary & Wages	$554,745
15B Expenses	$33,050
Total	**$587,795**
General Government	**$5,554,293**
Police Department	
16A Salary & Wages	$6,536,805
16B Expenses	$380,733
16C Capital	$132,983
Total	**$7,050,521**
Fire Department	
17A Salary & Wages	$8,275,489
17B Expenses	$390,130
17C Capital	0
Total	**$8,665,619**
Building Department	
18A Salary & Wages	$728,046
18B Expenses	$51,040
Total	**$779,086**

Public Safety Total	**$16,495,226**
Minuteman Regional High School Assessment	
19 Assessment	$1,084,783
TOTAL	**$1,084,783**
Needham Public Schools	
20 Needham Public School Budget	$76,005,765
TOTAL	**$76,005,765**
Education	**$77,090,548**
Building Design & Construction Department	
21A Salary & Wages	$507,317
21B Expenses	$19,495
Total	**$526,812**
Department of Public Works	
22A Salary & Wages	$8,809,530
22B Expenses	$6,441,822
22C Capital	$136,500
22D Snow & Ice	$420,395
Total	**$15,808,247**
Public Facilities and Public Works Total	**$16,335,059**
Municipal Parking Program	
23 Program Budget	$116,464
Total	**$116,464**
Health and Human Services Department	
24A Salary & Wages	$1,659,308
24B Expenses	$389,274
Total	**$2,048,582**
Commission on Disabilities	
25A Salary & Wages	1,500
25B Expenses	550
Total	**$2,050**
Historical Commission	
26A Salary & Wages	$0
26B Expenses	1,050
Total	**$1,050**
Needham Public Library	
27A Salary & Wages	$1,459,859
27B Expenses	$361,685
Total	**$1,821,544**
Park & Recreation Department	
28A Salary & Wages	$694,205
28B Expenses	$136,265
Total	**$830,470**
Memorial Park	
29A Salary & Wages	$0
29B Expenses	$750
Total	**$750**
TOTAL: COMMUNITY SERVICES	**$4,820,910**
DEPARTMENT BUDGET TOTAL	**$120,296,036**
TOTAL OPERATING BUDGET	**$178,260,006**

At 11:35 P.M. Mr. Gilbert W. Cox, Jr. moved that the Annual Town Meeting stand adjourned to Wednesday, May 8, 2019 at 7:30 P.M. at the James Hugh Powers Hall, Town Hall and it was so voted unanimously by voice vote.

Theodora K. Eaton, MMC
Town Clerk

A true copy
Attest:

****

ADJOURNED ANNUAL TOWN MEETING

Wednesday, May 8, 2019

Pursuant to adjournment of the Annual Town Meeting held May 6, 2019, the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the James Hugh Powers Hall, Town Hall on Wednesday May 8, 2019 at 7:30 P.M.

Check lists were used and 220 voters were checked on the list as being present, including 214 Town Meeting Members. 37 Town Meeting Members were absent.

At the designation of Rev. Nick Morris-Kliment, President of the Needham Interfaith Clergy Association, Reverend Ashley Murphy, Carter Memorial United Methodist Church of Needham, gave the invocation.

The Moderator reminded Town Meeting Members to sit in the first 11 rows of the hall. He also noted that only Town Meeting Members are permitted to vote.

The Moderator announced that National Public Works Week is May 19, to May 25, 2019. The DPW will hold a Fill-A-Truck Food Drive during this period.

The Moderator announced that tonight's pages are Kristin Wright and Chandler Perkinson.

The following articles were previously approved by unanimous consent on Monday, May 6, 2019.

Article 19 was adopted by unanimous consent on Monday, May 6, 2019.

Article 20 was adopted by unanimous consent on Monday, May 6, 2019.

Article 21 was adopted by unanimous consent on Monday, May 6, 2019.

Article 22 was adopted by unanimous consent on Monday, May 6, 2019.

Article 23 was adopted by unanimous consent on Monday, May 6. 2019.

At this time discussion commenced under Article 24.

ARTICLE 24: AMEND ZONING BY-LAW – ACCESSORY DWELLING UNIT

To see if the Town will vote to amend the Needham Zoning By-Law as follows:

1. Amend Section 1.3, Definitions, by adding the following term and definition in the appropriate alphabetical order:

"Accessory Dwelling Unit (ADU) – An apartment in a single-family detached dwelling that is a second, self-contained dwelling unit and a complete, separate housekeeping unit containing provisions for living, sleeping, cooking and eating. This unit shall be subordinate in size to the principal dwelling unit on a lot and shall be constructed to maintain the appearance and essential character of the single-family dwelling."

2. Amend Section 3.2, Schedule of Use Regulations, Subsection 3.2.1, Uses in the Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, Apartment A-1, Apartment A-2, Apartment A-3, Institutional, Industrial and Industrial-1 Districts, by inserting immediately above the row that reads "Café or lecture room associated with a private school" a new entry, which shall read as follows:

"USE	RRC SRA	SRB	GR	A-1,2 & 3	I	IND	IND-1
Accessory Dwelling Unit (See 3.15)	SP	SP	SP	SP	SP	SP	SP"

3. Amend Section 3.2, Schedule of Use Regulations, Subsection 3.2.2, Uses in the Business, Chestnut Street Business, Center Business, Avery Square Business and Hillside Avenue Business Districts, by inserting immediately above the row that reads "Café or lecture room associated with a private school" a new entry, which shall read as follows:

"USE	B	CSB	CB	ASB	HAB
Accessory Dwelling Unit (See 3.15)	SP	N	N	SP	SP"

4. Amend Section 3.2.3, Uses in the Neighborhood Business District, Subsection 3.2.3.2, Uses Permitted by Special Permit, by inserting a new paragraph (c) that reads "Accessory Dwelling Unit under Section See 3.15" and by renumbering former paragraphs (c) thru (o) as (d) thru (p) respectively.

5. Amend Section 3, Use Regulations, by adding a new Section 3.15, Accessory Dwelling Units (ADUs), to read as follows:

"3.15 Accessory Dwelling Units (ADUs)

3.15.1 Intent

The intent and purpose of this section is to permit accessory dwelling units (ADUs) in single-family homes for occupancy by family and caregivers related to the owners of the property subject to the standards and procedures hereinafter set forth. It is also the intent to assure that the single-family character of the neighborhood will be maintained, and that the accessory unit remains subordinate to the principal use of the living quarters.

3.15.2 Definition

The accessory dwelling unit (ADU) is an apartment in a second, self-contained dwelling unit as part of a single-family detached dwelling serving as a complete, separate housekeeping unit containing provisions for living, sleeping, cooking and eating. This unit shall be subordinate in size to the principal dwelling unit on a lot, constructed to maintain the appearance and essential character of the single-family dwelling.

3.15.3. Use Regulations

Such accessory dwelling unit (ADU) shall be permitted upon the issuance of a Special Permit by the Board of Appeals under the following use regulations:

(a) There shall be no more than one accessory dwelling unit on a lot to be located in the primary dwelling only, not in accessory buildings.

(b) At least one of the units, the primary or accessory dwelling unit, shall be owner-occupied except for temporary absences of the owner as provided herein. For the purposes of this section, the "owner" shall be one or more individuals who constitute a family, who hold title directly or indirectly to the dwelling, and for whom the dwelling is the primary residence. Temporary absence of an owner of a property containing an accessory dwelling unit shall include an absence for a period of nine months or less during which time the owner may rent the owner's unit as well as the second unit during the temporary absence provided:

(1) Written notice thereof shall be made to the Building Commissioner on a form prescribed by him.

(2) The owner shall be resident on the property for at least two years prior to and between such temporary absences.

(c) Occupancy of the unit that is not owner-occupied shall be limited to a member of the owner's family related by first degree of kinship, marriage or adoption or to a caregiver for a member of the owner's family. For purposes of this section "caregiver" shall be defined as an adult who regularly looks after an elderly, chronically sick or disabled person who requires such assistance.

(d) The size of the accessory dwelling unit shall be limited to 850 square feet of living space and shall have no more than one bedroom.

(e) Off-street parking shall be provided for residents of both units with a minimum of one parking space per dwelling unit.

(f) Adequate provisions for the proper disposal of sewage, waste, and drainage generated by the accessory dwelling unit shall be in accordance with Board of Health requirements.

(g) Compliance with the ingress and egress provisions of the Massachusetts State Building Code, applicable to accessory dwelling units, shall be required. To the extent possible, exterior entrances and access ways shall not detract from the single-family appearance of the dwelling. Any new entrance shall be located on the side or in the rear of the building. Where there are two or more existing entrances on the front façade of a dwelling, if modifications are made to any entrance, the result shall be that one appears to be the principal entrance and the other appears to be secondary. An interior door way shall be provided between each living unit as a means of access for purposes of supervision and emergency response. All stairways to additional floors shall be enclosed within the exterior walls of the structure.

(h) The owner of record shall be responsible for submitting an accessory dwelling unit application to the Building Commissioner. Floor plans of the accessory unit and principal residence, along with a certified site plan, shall also be submitted with the application to the Building Commissioner. Appropriate fees as established and recorded shall be assessed for the initial application and each renewal of the occupancy permit as determined by the Building Commissioner.

(i) The installation of the accessory dwelling unit shall require the issuance of a building permit by the Building Commissioner.

(j) Occupancy of the accessory dwelling unit shall not take place without proof of the recorded Special Permit and an occupancy permit issued by the Building Commissioner. The initial occupancy permit shall remain in force for a period of three (3) years from the date of issue provided that ownership of the premises is not changed. Thereafter, permits may be issued by the Building Commissioner for succeeding three-year periods provided that the structure and use continue to comply with the relevant provisions of the State Building Code and Needham By-laws. Occupancy permits shall not be transferable upon a change in ownership or occupancy unless an owner's affidavit is presented to the Building Commissioner attesting to the fact that the circumstances under which the occupancy permit was granted shall continue to exist in the future.

(k) In the case that the accessory dwelling unit has violated the terms of the Special Permit or the lawful use of such unit has expired or been terminated, the Building Commissioner may, in addition to other remedies, order the removal of any one or more of the provisions that create a separate dwelling unit, such as living, sleeping, cooking and eating. Upon the close and approval of permits required to remove such components will return the property back to a lawful single-family dwelling."

Or take any other action relative thereto.

Article Information: Article 24 establishes a special permit process to enable the Board of Appeals to permit accessory dwelling units (ADUs) in single-family homes for occupancy by family member(s) related to the owners of the property and caregivers of family members, subject to specified standards and procedures. It is also the intent of this zoning to assure that the single-family character of a neighborhood will be maintained, and that the necessary accessory unit remains subordinate to the principal use of the living quarters. ADUs will be allowed in all zoning districts with the exception of the Chestnut Street Business District, Center Business District, Mixed-Use 128 District, Highland Commercial 128 District, and New England Business Center District. In these zoning districts single-family homes are not currently permitted.

Under Article 24, the accessory dwelling unit (ADU) is defined as an apartment that is a second, self-contained dwelling unit as part of a single-family detached dwelling serving as a complete, separate housekeeping unit containing provisions for living, sleeping, cooking and eating. The ADU must be subordinate in size to the principal dwelling unit on a lot, and constructed to maintain the appearance and essential character of the single-family dwelling.

To accomplish this, the by-law restricts size, occupancy, and exterior conditions. In regard to size, the ADU is limited to one-bedroom and 850 square feet with no more than one ADU per lot. Additionally, the ADU must be located in the primary structure, not in an accessory building. In regard to occupancy, at least one of the units must be owner-occupied; and occupancy of the unit that is not owner-occupied is limited to a member of the owner's family related by first degree of kinship, marriage or adoption or by a caregiver for a member of the owner's family. Temporary absence of an owner of a property containing an accessory dwelling unit is permitted for a period of nine months or less during which time the owner may rent the owner's unit as well as the second unit during the temporary absence provided: 1) written notice is made to the Building Commissioner on a form prescribed by him. 2) the owner shall be resident on the property for at least two years prior to and between such temporary absences. With respect to exterior appearance, the by-law requires separate ingress and egress to the outside of each unit that do not detract from the single-family appearance of the dwelling. Any new entrance shall be located on the side or in the rear of the building. Where there are two or more existing entrances on the front façade of a dwelling, if modifications are made to any entrance, the result shall be that one appears to be the principal entrance and the other appears to be secondary. Moreover, all stairways must be enclosed within the exterior walls of the structure. An interior doorway is also required for access between each unit for purposes of supervision and emergencies. There must also be sufficient off-street parking, defined as a minimum of one space per unit.

Applications to create an ADU must be submitted to the Building Commissioner with floor plans and a certified site plan. Beyond the special permit from the Board of Appeals, building and occupancy permit approvals are required from the Building Commissioner. All units must be in compliance with Board of Health and State Building Code regulations.

The occupancy permit will be provided for a three-year period after which succeeding three-year periods will be allowed assuming continued compliance with zoning requirements. The occupancy permits will not be transferable upon a change of ownership or occupancy unless an affidavit affirming continuing compliance with the conditions of the occupancy permit is received and approved by the Building Commissioner. In the case of violations of the terms of the special permit or the expiration of the lawful use of the ADU, the Building Commissioner may, in addition to other remedies, order the removal of any one or more of the components that create a separate dwelling unit such as living, sleeping, cooking and eating, returning the unit to a lawful single-family dwelling.

MOVED: That the Town vote to amend the Needham Zoning By-Law as follows:

1. Amend Section 1.3, Definitions, by adding the following term and definition in the appropriate alphabetical order:

"Accessory Dwelling Unit (ADU) – An apartment in a single-family detached dwelling that is a second, self-contained dwelling unit and a complete, separate housekeeping unit containing provisions for living, sleeping, cooking and eating. This unit shall be subordinate in size to the principal dwelling unit on a lot and shall be constructed to maintain the appearance and essential character of the single-family dwelling."

2. Amend Section 3.2, Schedule of Use Regulations, Subsection 3.2.1, Uses in the Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, Apartment A-1, Apartment A-2, Apartment A-3, Institutional, Industrial and Industrial-1 Districts, by inserting immediately above the row that reads "Café or lecture room associated with a private school" a new entry, which shall read as follows:

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Accessory Dwelling Unit (See 3.15)	SP	N	N	SP	SP"

4. Amend Section 3.2.3, Uses in the Neighborhood Business District, Subsection 3.2.3.2, Uses Permitted by Special Permit, by inserting a new paragraph (c) that reads "Accessory Dwelling Unit under Section See 3.15" and by renumbering former paragraphs (c) thru (o) as (d) thru (p) respectively.

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the single-family character of the neighborhood will be maintained, and that the accessory unit remains subordinate to the principal use of the living quarters.

3.15.2 Definition

The accessory dwelling unit (ADU) is an apartment in a second, self-contained dwelling unit as part of a single-family detached dwelling serving as a complete, separate housekeeping unit containing provisions for living, sleeping, cooking and eating. This unit shall be subordinate in size to the principal dwelling unit on a lot, constructed to maintain the appearance and essential character of the single-family dwelling.

3.15.3. Use Regulations

Such accessory dwelling unit (ADU) shall be permitted upon the issuance of a Special Permit by the Board of Appeals under the following use regulations:

(a) There shall be no more than one accessory dwelling unit on a lot to be located in the primary dwelling only, not in accessory buildings.

(b) At least one of the units, the primary or accessory dwelling unit, shall be owner-occupied except for temporary absences of the owner as provided herein. For the purposes of this section, the "owner" shall be one or more individuals who constitute a family, who hold title directly or indirectly to the dwelling, and for whom the dwelling is the primary residence. Temporary absence of an owner of a property containing an accessory dwelling unit shall include an absence for a period of nine months or less during which time the owner may rent the owner's unit as well as the second unit during the temporary absence provided:

(1) Written notice thereof shall be made to the Building Commissioner on a form prescribed by him.
(2) The owner shall be resident on the property for at least two years prior to and between such temporary absences.

(c) Occupancy of the unit that is not owner-occupied shall be limited to a member of the owner's family related by first degree of kinship, marriage or adoption or to a caregiver for a member of the owner's family. For purposes of this section "caregiver" shall be defined as an adult who regularly looks after an elderly, chronically sick or disabled person who requires such assistance.

(d) The size of the accessory dwelling unit shall be limited to 850 square feet of living space and shall have no more than one bedroom.

(e) Off-street parking shall be provided for residents of both units with a minimum of one parking space per dwelling unit.

(f) Adequate provisions for the proper disposal of sewage, waste, and drainage generated by the accessory dwelling unit shall be in accordance with Board of Health requirements.

(g) Compliance with the ingress and egress provisions of the Massachusetts State Building Code, applicable to accessory dwelling units, shall be required. To the extent possible, exterior entrances and access ways shall not detract from the single-family appearance of the dwelling. Any new entrance shall be located on the side or in the rear of the building. Where there are two or more existing entrances on the front façade of a dwelling, if modifications are made to any entrance, the result shall be that one appears to be the principal entrance and the other appears to be secondary. An interior door way shall be provided between each living unit as a means of access for purposes of supervision and emergency response. All stairways to additional floors shall be enclosed within the exterior walls of the structure.

(h) The owner of record shall be responsible for submitting an accessory dwelling unit application to the Building Commissioner. Floor plans of the accessory unit and principal residence, along with a certified site plan, shall also be submitted with the application to the Building Commissioner. Appropriate fees as established and recorded shall be assessed for the initial application and each renewal of the occupancy permit as determined by the Building Commissioner.

(i) The installation of the accessory dwelling unit shall require the issuance of a building permit by the Building Commissioner.

(j) Occupancy of the accessory dwelling unit shall not take place without proof of the recorded Special Permit and an occupancy permit issued by the Building Commissioner. The initial occupancy permit shall remain in force for a period of three (3) years from the date of issue provided that ownership of the premises is not changed. Thereafter, permits may be issued by the Building Commissioner for succeeding three-year periods provided that the structure and use continue to comply with the relevant provisions of the State Building Code and Needham By-laws. Occupancy permits shall not be transferable upon a change in ownership or occupancy unless an owner's affidavit is presented to the Building Commissioner attesting to the fact that the circumstances under which the occupancy permit was granted shall continue to exist in the future.

(k) In the case that the accessory dwelling unit has violated the terms of the Special Permit or the lawful use of such unit has expired or been terminated, the Building Commissioner may, in addition to other remedies, order the removal of any one or more of the provisions that create a separate dwelling unit, such as living, sleeping, cooking and eating. Upon the close and approval of permits required to remove such components will return the property back to a lawful single-family dwelling."

Mr. Paul S. Alpert, Chairman, Planning Board, offered the following motion to amend:

That the main motion under Article 24 is amended as follows:

In Article 24, by amending Section 3.15.3, Use Regulations, subparagraph © so that the subparagraph shall now read as follows (new language underlined):

(c) Occupancy of the unit that is not owner-occupied shall be limited to a member of the owner's family related by first degree of kinship, marriage or adoption or to a caregiver for a member of the owner's family, and such person's family; provided that occupancy of the ADU shall be limited to a maximum of three persons, and the total number of persons residing in the main dwelling and the ADU combined who are not related to the owner by blood, marriage or adoption shall be limited to five. For purposes of this section "caregiver" shall be defined as an adult who regularly looks after an elderly, chronically sick or disabled person who requires such assistance."

Mr. Paul S. Alpert, Chairman, addressed this proposal on behalf of the Planning Board. He explained that this zoning amendment is an accessary use similar to an in-law suite. While an in-law suite does not allow for a stove, this new use would include a stove in a small area in a single-family home for a family member or caregiver. The initial size of the area is 850 square feet, requires a special permit, and is good for three years. At the end of the three-year period, the owner can go to the Building Commissioner to continue and then apply for a new permit.

Mr. Maurice P. Handel, Member, recommended adoption on behalf of the Select Board without the amendment. He explained that this use would allow people to remain in their homes as long as possible.

The Moderator stated that a motion to amend will be offered by Jeffrey D. Heller which has a correction in the third paragraph by deleting the words: three-year periods" and inserting in place thereof the following "one year period".

Mr. Jeffrey D. Heller offered the following motion to amend: that the main motion under Article 24 be amended as follows:

In subsection 3.15.3 (j) by deleting in the second sentence the words and numbers "three (3) years" and inserting in place thereof the following "one (1) year" and;

By deleting in the third sentence of that subsection and the words and numbers "three (3) years periods" and inserting in place thereof the following "one (1) year period "and;

By adding to the end of fourth sentence of that sub-section the words "otherwise new owner shall make an application for a special permit from the Zoning Board of Appeals."

Mr. Heller stated that he is in favor of this article but is concerned with the potential for abuse. Through his motion to amend he is proposing some accountability. Mr. Alpert advised that the three-year period is a compromise. The Planning Board discussed one, three- and five-year terms.

Mr. Paul A. Siegenthaler questioned if a qualified ADU would increase property tax value. Mr. Alpert suggested that question should be directed to the Assessing Department.

Ms. Emily Rose Cooper stated that section 3.15.1 Intent and 3.15.3(c) are in conflict. Mr. Alpert advised that the intent is that a caregiver need not be related to the owner. Emily Rose Cooper stood in support of the article but not Mr. Heller's amendment. She suggested that having to apply for a special permit every year is too much.

A second motion to amend was offered by Mr. Paul S. Alpert under Section 3.15.1 Intent by inserting the words "related to the owners and caregivers to the owners or the owner's family" in the second line after the words "for occupancy by family".

In response to an inquiry from Lois Sockol, Mr. Alpert explained that there is a maximum number of three residents in an ADU (Accessory Dwelling Unit) and a total of 5 residents in the whole house. He also noted that while a builder could build an Accessory Dwelling Unit, a special permit is still required. And lastly, the possible rental is limited to a very short-term absence.

Mr. Erik J. Bailey asked for clarification of Mr. Alpert's second motion to amend on the wording in Section 3.15.1 Intent. Mr. Bailey offered a secondary amendment to Mr. Alpert's second motion to amend by placing an apostrophe after the second word entitled "owner's" in the amendment.

Mr. Alpert offered the following motion to amend: That the main motion under Section 3.15.3 (b) be amended by deleting the following words in the last sentence: "as well as the second unit" so that the sentence shall read: "Temporary absence of an owner of a property containing an accessory dwelling unit shall include an absence for a period of nine months or less during which time the owner may rent the owner's unit during the temporary absence provided:"

Ms. Carol I. Urwitz rose in favor of this article. However, she expressed concern that Mr. Heller's amendment is more burdensome and could lead to more abuse.

In response to an inquiry from Molly Kastory Carter, Mr. Alpert noted that a property used as an accessory dwelling unit would show up in a title search.

Mr. William R. Dermody rose in favor of this article but expressed concern in section 3.15.1 (b) regarding the rental of the second unit if the owner is absent and the caregiver could stay. Mr. Alpert explained that the property could be in a trust or LLC."

Mr. Carlos Aqualimpia rose to offer a motion to amend and the Moderator asked that he confer with the Planning Board which is required under our regulations.

After a brief discussion, the Moderator called for a short recess for any motions to be prepared in cooperation with the Planning Board.

At the end of the recess, the Moderator recognized and thanked State Representative Denise C. Garlick for attending our Town Meeting.

Discussion continued under Article 24.

Mr. Alpert advised the Moderator that the proposed motion by Mr. Aqualimpia had been resolved.

The Moderator announced that there are 6 motions and motions to amend on the floor: The main motion, Mr. Alpert's motion to amend, Mr. Heller's motion to amend, Mr. Alpert's second motion to amend, Mr. Bailey's motion to amend, and Mr. Alpert's third motion to amend.

Mr. Aaron M. Pressman moved to refer the subject matter of the main motion and all amendments back to the Planning Board for further study.

Mr. William J. Paulson offered a motion to move the previous question on the main motion and the motions to amend. The motion to move the previous question was presented and carried by the required two-thirds vote as declared by the Moderator.

The motion to refer was presented but the Moderator was in doubt as to the voice vote. The motion was again presented and carried by a count of hands. The hand count was Yes 113 – No 93.

ACTION under Article 24: The motion to refer carried and the Moderator declared the article disposed of.

ARTICLE 25: AMEND ZONING BY-LAW – DIMENSIONAL AND USE REGULATIONS FOR THE TRANSIT ORIENTED DEVELOPMENT SUB-DISTRICT OF THE LOWER CHESTNUT STREET OVERLAY DISTRICT

To see if the Town will vote to amend the Needham Zoning By-Law as follows:

1. Amend Section 3.9.3.2, Special Permit Uses, by adding the following language: "(e) Within the Transit Oriented Development Sub-District ("TODD"), Multi-Family Dwelling development with dwelling units on the ground floor provided:

   (1) No development shall contain more than 150 units.

   (2) No unit shall have more than 2 bedrooms.

   (3) At least 50% of the units within any development shall be one-bedroom units."

2. By adding to the end of Section 3.9.4.1, Lot Area, Frontage and Setback Requirements, the following language:

"The following lot area, frontage, and setback requirements shall apply only to development in the TODD of the Lower Chestnut Street Overlay District:

(a) Minimum Lot Area: 15,000 square feet.

(b) Minimum Lot Frontage: 50 feet.

(c) Minimum Front Setback: The lesser of 5 feet from the front property line or the average setback of abutting buildings within 100 feet on the same side of the street as the proposed development.

(d) Maximum Front Setback. 150 feet from the front property line.

(e) Minimum Side and Rear Setback for Non-Multi-Family Dwelling-Only Developments:

(1) For lots abutting a residential district, fifty (50) feet from the lot line abutting the residential district; for all other lots, no minimum yard setback shall apply. Where side and rear yard setbacks of fifty (50) feet are required, the twenty-five (25) feet closest to the district boundary and all other requirements of Sections 4.4.8.2 and 4.4.8.5 shall apply. The remaining twenty-five (25) feet may be used for an accessory use, not including a building or structure. By special permit from the Planning Board, however, an underground parking structure may be permitted within the fifty (50) foot side and rear yard setbacks provided that the garage structure shall be located entirely below the grade of the existing lot and set back at least ten (10) feet from the district boundary or ten

(10) feet from the lot line, whichever is greater, and the twenty-five (25) feet closest to the district boundary shall be suitably landscaped over the surface of the garage structure in accordance with Section 4.4.8.5.

(2) For lots adjacent to the MBTA right-of-way, there shall be a minimum yard setback of twenty-five (25) feet from the lot line abutting the MBTA right-of-way, and the first ten (10) feet of the setback shall be suitably landscaped and not used for any other purpose, including an accessory use, except that within said ten (10) feet the Planning Board may grant a special permit for surface parking, provided that the parking area is suitably landscaped. The remaining fifteen (15) feet may be used for an accessory use, not including a building or structure, except that within said fifteen (15) feet an underground parking structure is permitted if located entirely below the grade of the existing lot.

(f) Multi-Family Dwelling-Only Development – Minimum Side and Rear Setback:

(1) For Multi-Family Dwelling-only development on lots abutting a residential district, five (5) feet from the lot line abutting the residential district; for all other lots, no minimum yard setback shall apply.

(2) For Multi-Family Dwelling-only development on lots adjacent to the MBTA right-of-way, there shall be a minimum yard setback of five (5) feet from the lot line abutting the MBTA right-of-way, which area shall be suitably landscaped and not used for any other purpose."

3. By adding to the end of Section 3.9.4.2, Building Height Requirements, the following language:

"The maximum building height in the TODD of Lower Chestnut Street Overlay District shall be two and one-half stories and thirty-five feet as of right. For lots having the required minimum frontage on Chestnut Street, the Planning Board may grant a Special Permit for a maximum building height of five (5) stories and sixty (60) feet, provided that the fifth story is located under a pitched roof or recessed from the face of the building, as shown in the Design Guidelines under Section 3.9.8 below.

Buildings in the TODD of the Lower Chestnut Street Overlay District shall not be further subject to the maximum height regulations of the underlying district, as contained in Section 4.4.3."

4. Amend Section 3.9.4.3, Building Bulk and Other Requirements, by adding at the end of the section the following language: "The provisions of subsection (b) (2) shall not apply to development within the TODD of the Lower Chestnut Street Overlay District".

5. Amend Section 3.9.5, Off-Street Parking, by:

Adding a new subsection (a) (3), which shall read as follows:

"(a)(3) For dwelling units in a Multi-Family Dwelling-only development within the TODD, the minimum number of off-street parking spaces shall be 1.25 spaces per dwelling unit."; and

Adding a new subsection Section 3.9.5(c), which shall read as follows:

"Within the TODD, in addition to the requirement for bicycle racks under Section 5.1.3(n) for a mixed use building, mixed-use development, or a Multi-Family Dwelling-only development, bicycle racks facilitating locking shall be provided to accommodate one bicycle for every two (2) dwelling units."

6. By adding a new Section 3.9.6.1, Affordable Housing in the TODD, which shall read as follows:

"Within the TODD, mixed-use buildings, mixed-use developments, and Multi-Family Dwelling-only developments with six or more dwelling units shall include affordable housing units as defined in Section 1.3 of the By-Law. The following requirements shall apply to a development that includes affordable units:

(a) The floor area of the affordable units shall not be counted for purposes of determining the maximum floor area permitted under Section 3.9.4.3.

(b) At least twelve and one-half percent (12.5%) shall be affordable units. In the instance of a fraction, the fraction shall be rounded to the nearest whole number.

(c) All other requirements of Section 3.8.6 subparagraphs (c) thru (h) shall apply."

7. By adding a new Section 3.9.9, Drive Aisle Requirements in the TODD, which shall read as follows:

"Notwithstanding the provisions of Section 5.1.3(i), within the TODD of the Lower Chestnut Street Overlay District, the minimum width of aisles within parking areas providing access to parking spaces for one-way traffic for a Multi-Family-only Dwelling shall be 20 feet, with a 25-foot turning radius throughout in order to accommodate fire truck movements."
Or take any other action relative thereto.

Article Information: Articles 25 - 27 represent a package of proposed zoning by-law amendments that stem from more than two years of work by the Planning Board. The articles seek to secure implementation of the Needham Center Development Plan dated March 30, 2009, by enabling the development of housing at a location proximate to transit at the Needham Junction MBTA Commuter Rail Station and within walking distance to Needham Center and the Chestnut Street businesses. Article 25 proposes the creation of a new Transit Oriented Development Sub-District (TODD) within the Lower Chestnut Street Overlay District and lays out the regulatory framework for the new sub-district. Article 27 describes the geographical boundaries of the TODD. The affected area comprises 433 Chestnut Street and the land located directly to the south and the west of 433 Chestnut Street, owned by the MBTA and shown as Parcel 2 on a plan entitled "Re-zoning Plan of Land", prepared by Beals and Thomas, dated April 3, 2018. The land located at 433 Chestnut Street is currently located in the Chestnut Street Business District and the Lower Chestnut Street Overlay District. The land located directly to the south and the west of 433 Chestnut Street and owned by the MBTA, is currently located within the Single Residence B zoning district. This latter parcel is proposed to be rezoned to the Chestnut Street Business District and the Lower Chestnut Street Overlay District

under Article 26 so that the TODD provisions may be extended to that location. The planning goals for the sub-district and its key provisions are summarized below.

The rezoning seeks to allow a multi-family housing development of up to 150 units to be developed at 433 Chestnut Street and on the adjacent MBTA property. This gateway location at the southern end of Chestnut Street is challenged by the train tracks that surround the site, limited frontage and a difficult site configuration. These challenges have limited the desirability of the property to be utilized for retail development (due to a lack of visibility), condominium development (due to the adjacencies of the rail tracks and the Eversource electric transmission facility to the south), or an active commercial user other than the existing landscape business, which is a benefit to the Town, but which does not provide any benefit to the streetscape or activation for adjacent businesses. The Town's current zoning contributes to these problems further by posing use and dimensional barriers to redevelopment. Specifically, the existing zoning allows for multi-family development in the Chestnut Street Overlay District, but requires an increased frontage, limits height to 4 stories, and requires ground floor retail uses, which are all challenges for development at this location. Additionally, the existing zoning establishes minimum side and rear yard setback standards from residential district boundaries and the MBTA right-of-way which are inappropriate at a site where the proposed use is exclusively residential and does not include a commercial component.

The proposed TODD is designed to address these development constraints by placing supplemental provisions on top of those which already exist in the Lower Chestnut Street Overlay District thereby creating additional opportunities for development at the subject location. The TODD's key provisions are summarized below.

Permitted Uses

Uses allowed as-of-right and by special permit in the Lower Chestnut Street Overlay District are also allowed as-of-right or by special permit in the TODD of the Lower Chestnut Street Overlay District. In addition, development of multi-family units at grade is permitted in the TODD by special permit provided: no development shall contain more than 150 units; no unit shall have more than 2 bedrooms; and at least 50% of the units within any development shall be one-bedroom units. Current zoning in the Lower Chestnut Street Overlay District allows multi-family development by special permit but requires commercial use at the ground floor level.

Lot Area and Frontage

The Lower Chestnut Street Overlay District still requires a minimum lot area of 15,000 sq. ft. and lot frontage of 100 feet. The TODD of the Lower Chestnut Street Overlay District requires a minimum lot area of 15,000 sq. ft. but reduces lot frontage to 50 feet. The frontage requirement in the TODD has been reduced to 50 feet as the subject development site (due to the railroad tracks that surround the site) has less than 100 feet of frontage on Chestnut Street.

Minimum Front Setback

The minimum front yard setback in both the TODD of the Lower Chestnut Street Overlay District and the Lower Chestnut Street Overlay District is the lesser of 5 feet from the property line or the average setback of abutting buildings within 100 feet on the same side of the street as the development.

Maximum Front Setback

The Lower Chestnut Street Overlay District requires a maximum front yard setback of 15 feet from the front property line. This was imposed in an effort to establish a strong building line along the street edge of Chestnut Street. The TODD of the Lower Chestnut Street Overlay District establishes a maximum front yard setback of 150 feet from the front property line due to the shape of the affected parcel and its limited frontage at Chestnut Street.

Minimum Side and Rear Setbacks

In the TODD of the Lower Chestnut Street Overlay District a reduction in the minimum side and rear yard setback from the lot line abutting the MBTA (25 feet reduced to 5 feet) is afforded for multi-family development only, with the 5 foot area to be suitably landscaped and not used for any other purpose. For all other development in the TODD the rules of the Lower Chestnut Street Overlay District apply as follows. For lots adjacent to the MBTA right-of-way, the minimum yard setback is 25 feet from the lot line abutting the MBTA right-of-way. The 10 feet of the setback closest to the MBTA right-of-way must be suitably landscaped and not used for any other purpose except surface parking, if approved by special permit from the Planning Board. The remaining 15 feet may be used for an accessory use, not including a building or structure, but an underground parking structure would be allowed if located entirely below the grade of the existing lot.

In the TODD of the Lower Chestnut Street Overlay District a reduction in the minimum side and rear yard setback from the lot line abutting a residential district (50 feet reduced to 5 feet) is afforded for multi-family development only with the 5 foot area to be suitably landscaped and not used for any other purpose. For all other development in the TODD the rules of the Lower Chestnut Street Overlay District apply as follows. For lots abutting a residential district, the minimum yard setback is 50 feet from the district boundary. The 25 feet closest to the district boundary must be suitably landscaped and not used for any other purpose. By special permit from the Planning Board, however, an underground parking structure may be permitted within the 50 foot setback provided the garage structure is located entirely below the grade of the existing lot and is set back at least ten 10 feet from the district boundary or 10 feet from the lot line, whichever is greater. The 25 feet closest to the district boundary must be suitably landscaped over the surface of the garage structure.

Building Height Requirements

In the TODD of the Lower Chestnut Street Overlay District the maximum by right building height remains unchanged from that of the Lower Chestnut Street Overlay District at two and one-half stories and thirty-five feet. For lots in the TODD having the required minimum frontage of 50 feet on Chestnut Street, the Planning Board may grant a Special Permit for a maximum building height of 5 stories and 60 feet, provided that the fifth story is located under a pitched roof or is recessed from the face of the building. Current zoning for the Lower Chestnut Street Overlay District authorizes by special permit a maximum building height of 4 stories and 48 feet for lots having 100 feet of frontage on Chestnut Street.

Building Bulk and Other Requirements

The maximum as-of-right Floor Area Ratio (FAR) in both the TODD of the Lower Chestnut Street Overlay District and the Lower Chestnut Street Overlay District is 0.7. For lots with conforming frontage (50 ft. in the case of the TODD and 100 ft. in the case of the Overlay) on Chestnut Street, the Planning Board has the authority to grant special permits for an increase in the maximum FAR to 1.5 or 2.0. In the case of the Lower Chestnut Street Overlay District the increase in the maximum FAR is subject to the same two-tier standards that apply in the Needham Center Overlay District. In the case of the TODD of the Lower Chestnut Street Overlay District an exception to the two-tier

standard is afforded so to permit waivers of minimum parking requirements and payment of the in lieu off-street parking fee.

Off-Street Parking
For dwelling units in a multi-family dwelling-only development within the TODD of the Lower Chestnut Street Overlay District, the minimum number of off-street parking spaces is 1.25 spaces per dwelling unit. For dwelling units in a mixed-use building in the Lower Chestnut Street Overlay District, the minimum number of off-street parking spaces is 1.5 spaces per dwelling unit.

Affordable Housing
The TODD of the Lower Chestnut Street Overlay District requires affordable housing in larger mixed-use development and multi-family dwelling-only development, i.e., those with six or more dwelling units. At least one affordable unit is required for a development with six to eight units. For a development with nine or more units, at least 12.5 percent must be affordable. In the instance of a fraction, the fraction shall be rounded up to the nearest whole number. Floor area devoted to affordable housing is exempt from the total floor area used to calculate maximum FAR. This represents an increase from the affordable housing requirement presently in place for the Lower Chestnut Street Overlay District where for developments with six or more dwelling units 10 percent of total units are required to be affordable.

MOVED: That the Town vote to amend the Needham Zoning By-Law as follows:

1. Amend Section 3.9.3.2, Special Permit Uses, by adding the following language: "(e) Within the Transit Oriented Development Sub-District ("TODD"), Multi-Family Dwelling development with dwelling units on the ground floor provided:

   (1) No development shall contain more than 150 units.

   (2) No unit shall have more than 2 bedrooms.

   (3) At least 50% of the units within any development shall be one-bedroom units."

2. By adding to the end of Section 3.9.4.1, Lot Area, Frontage and Setback Requirements, the following language:

"The following lot area, frontage, and setback requirements shall apply only to development in the TODD of the Lower Chestnut Street Overlay District:

(a) Minimum Lot Area: 15,000 square feet.

(b) Minimum Lot Frontage: 50 feet.

(c) Minimum Front Setback: The lesser of 5 feet from the front property line or the average setback of abutting buildings within 100 feet on the same side of the street as the proposed development.

(d) Maximum Front Setback. 150 feet from the front property line.

(e) Minimum Side and Rear Setback for Non-Multi-Family Dwelling-Only Developments:

(1) For lots abutting a residential district, fifty (50) feet from the lot line abutting the residential district; for all other lots, no minimum yard setback shall apply. Where side and rear yard setbacks of fifty (50) feet are required, the twenty-five (25) feet closest to the district boundary and all other requirements of Sections 4.4.8.2 and 4.4.8.5 shall apply. The remaining twenty-five (25) feet may be used for an accessory use, not including a building or structure. By special permit from the Planning Board, however, an underground parking structure may be permitted within the fifty (50) foot side and rear yard setbacks provided that the garage structure shall be located entirely below the grade of the existing lot and set back at least ten (10) feet from the district boundary or ten (10) feet from the lot line, whichever is greater, and the twenty-five (25) feet closest to the district boundary shall be suitably landscaped over the surface of the garage structure in accordance with Section 4.4.8.5.

(2) For lots adjacent to the MBTA right-of-way, there shall be a minimum yard setback of twenty-five (25) feet from the lot line abutting the MBTA right-of-way, and the first ten (10) feet of the setback shall be suitably landscaped and not used for any other purpose, including an accessory use, except that within said ten (10) feet the Planning Board may grant a special permit for surface parking, provided that the parking area is suitably landscaped. The remaining fifteen (15) feet may be used for an accessory use, not including a building or structure, except that within said fifteen (15) feet an underground parking structure is permitted if located entirely below the grade of the existing lot.

(f) Multi-Family Dwelling-Only Development – Minimum Side and Rear Setback:

(1) For Multi-Family Dwelling-only development on lots abutting a residential district, five (5) feet from the lot line abutting the residential district; for all other lots, no minimum yard setback shall apply.

(2) For Multi-Family Dwelling-only development on lots adjacent to the MBTA right-of-way, there shall be a minimum yard setback of five (5) feet from the lot line abutting the MBTA right-of-way, which area shall be suitably landscaped and not used for any other purpose."

3. By adding to the end of Section 3.9.4.2, Building Height Requirements, the following language:

"The maximum building height in the TODD of Lower Chestnut Street Overlay District shall be two and one-half stories and thirty-five feet as of right. For lots having the required minimum frontage on Chestnut Street, the Planning Board may grant a Special Permit for a maximum building height of five (5)

stories and sixty (60) feet, provided that the fifth story is located under a pitched roof or recessed from the face of the building, as shown in the Design Guidelines under Section 3.9.8 below.

Buildings in the TODD of the Lower Chestnut Street Overlay District shall not be further subject to the maximum height regulations of the underlying district, as contained in Section 4.4.3."

4. Amend Section 3.9.4.3, Building Bulk and Other Requirements, by adding at the end of the section the following language: "The provisions of subsection (b) (2) shall not apply to development within the TODD of the Lower Chestnut Street Overlay District".

5. Amend Section 3.9.5, Off-Street Parking, by:

Adding a new subsection (a) (3), which shall read as follows:

"(a)(3) For dwelling units in a Multi-Family Dwelling-only development within the TODD, the minimum number of off-street parking spaces shall be 1.25 spaces per dwelling unit."; and

Adding a new subsection Section 3.9.5(c), which shall read as follows:

"Within the TODD, in addition to the requirement for bicycle racks under Section 5.1.3(n) for a mixed use building, mixed-use development, or a Multi-Family Dwelling-only development, bicycle racks facilitating locking shall be provided to accommodate one bicycle for every two (2) dwelling units."

6. By adding a new Section 3.9.6.1, Affordable Housing in the TODD, which shall read as follows:

"Within the TODD, mixed-use buildings, mixed-use developments, and Multi-Family Dwelling-only developments with six or more dwelling units shall include affordable housing units as defined in Section 1.3 of the By-Law. The following requirements shall apply to a development that includes affordable units:

(a) The floor area of the affordable units shall not be counted for purposes of determining the maximum floor area permitted under Section 3.9.4.3.

(b) At least twelve and one-half percent (12.5%) shall be affordable units. In the instance of a fraction, the fraction shall be rounded to the nearest whole number.

(c) All other requirements of Section 3.8.6 subparagraphs (c) thru (h) shall apply."

7. By adding a new Section 3.9.9, Drive Aisle Requirements in the TODD, which shall read as follows:

"Notwithstanding the provisions of Section 5.1.3(i), within the TODD of the Lower Chestnut Street Overlay District, the minimum width of aisles within parking areas providing access to parking spaces for one-way traffic for a Multi-Family-only Dwelling shall be 20 feet, with a 25-foot turning radius throughout in order to accommodate fire truck movements."

The following motion to amend was offered by Mr. Ted Owens; that under section 3.9.3.2 (1) the number "150" be deleted and the number "110" be inserted in place thereof.

Mr. Ted Owens, member, Planning Board, moved to discuss articles 25, 26, and 27 together and vote on separately. The motion to discuss these articles together was presented and carried by voice vote declared by the Moderator.

Mr. Owens explained that Article 25 seeks to create a new Transit Oriented Development Sub-District (Todd) within the lower chestnut Street Overlay District. The area includes 2 parcels inside the train tracks where the current Hartney Greymont building is located. There would be a total of 110 units of which half would contain two bedrooms and half would contain one bedroom and approximately 12.5% of these units would be considered affordable housing. He suggested that this would be a win-win situation for both the town and the property owner. The Planning Board strongly recommends adoption of these three articles.

Mr. Maurice P. Handel, member, addressed this proposal on behalf of the Select Board. He advised that the Select Board strongly opposes these three articles. The Select Board respects the Planning Board and its work, but this would negatively alter the area. Needham has approved many developments. The Kendrick has 390 units, 300 Second Avenue has 350 units, and the Modera on Greendale Avenue has 136 units. All this could add enough for one precinct to the Town. This proposed project is too urban for the neighborhood. The Select Board requests that you not approve these three articles.

Ms. Carol A. Fachetti, member, advised that the Finance Committee also respectfully requests that these three articles not be approved. This five-story multi-family unit project works for Boston workers using the train but not for Needham. And the Finance Committee is concerned with increased traffic. There is no current traffic study and no storm water study. There is a need for a complete stormwater assessment. It is premature to amend the by-law for this type of change. The Finance Committee recommends that Article 25 not be adopted.

Mr. Ford Peckham rose in opposition to this article. He indicated that the new owner would like to make money on this property.

Mr. Joseph J. Leghorn indicated that he went to the hearing and this property was projected as a New England Village. He did not see any visuals from Maple Street He suggested that the Planning Board needs to address the shadows that this five-story building would create on residential homes.

Artie R. Crocker rose in opposition to these articles. He suggested that the Planning Board is to present articles that are good for the town.

Lois Sockol noted that people in that area bought homes because they wanted a residential neighborhood, but this is simply spot zoning. Ms. Sockol suggested that this is not a good structure for a residential area and for this town.

Ilan Barzilay offered a motion to move the previous question. The motion was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented, and the Moderator was still in doubt. The motion was presented for a third time by a count of hands. The motion carried by the required

two-thirds vote. The hand count was Yes 157 – No 35 (128 required for two thirds vote).

Under Article 25, Mr. Owens motion to amend which requires a majority vote was presented but the Moderator was in doubt. The motion was again presented and carried by majority vote on a voice vote declared by the Moderator.

ACTION: The main motion, as amended, two-thirds vote required, was presented, but failed to pass on a voice vote declared by the Moderator.

ARTICLE 26: AMEND ZONING BY-LAW – MAP CHANGE TO CHESTNUT STREET BUSINESS DISTRICT AND LOWER CHESTNUT STREET OVERLAY DISTRICT

To see if the Town will vote to amend the Needham Zoning By-Law by amending the Zoning Map as follows:

(a) Place in the Chestnut Street Business District a portion of land now zoned Single Residence B and located in the Massachusetts Bay Transit Authority (MBTA) right-of-way directly to the south and the west of land shown on Registry Plan No. 30 of 1955, Book 3333 Page 350, said description being as follows:

A certain parcel of land situated in the Commonwealth of Massachusetts, County of Norfolk, Town of Needham, being a portion of property owned by the Massachusetts Bay Transportation Authority and located westerly of Chestnut Street and being shown as PARCEL 2 on a plan entitled "RE-ZONING PLAN OF LAND IN NEEDHAM, MA (NORFOLK COUNTY)..." dated April 3, 2018, prepared by Beals and Thomas, Inc., being more particularly bounded and described as follows: Beginning at a point at the most southwesterly corner of Parcel 2 opposite station 481+69.94 of the monumented railroad base line of the Charles River Branch as shown on said plan thence running; NORTHEASTERLY by a curve having a radius of 2900.93 feet and a distance of 500.56 feet to a point at the northwesterly corner of land now or formerly of Castanea Dentata, LLC, thence turning and running; S 65° 51' 32" E 110.10 feet to a point, thence turning and running; S 28° 33' 01" E 136.06 feet to a point, said last two courses being by land now or formerly of Castanea Dentata, LLC, thence turning and running; SOUTHWESTERLY by a curve having a radius of 2900.13 feet and a distance of 491.57 feet to the point of beginning. Containing 53,681 square feet more or less.

(b) Place in the Lower Chestnut Street Overlay District a portion of land now zoned Single Residence B and located in the Massachusetts Bay Transit Authority (MBTA) right-of-way directly to the south and the west of land shown on Registry Plan No. 30 of 1955, Book 3333 Page 350, superimposing said district over the Chestnut Street Business District as noted above, said description being as follows:

A certain parcel of land situated in the Commonwealth of Massachusetts, County of Norfolk, Town of Needham, being a portion of property owned by the Massachusetts Bay Transportation Authority and located westerly of Chestnut Street and being shown as PARCEL 2 on a plan entitled "RE-ZONING PLAN OF LAND IN NEEDHAM, MA (NORFOLK COUNTY)..." dated April 3, 2018, prepared by Beals and Thomas, Inc., being more particularly bounded and described as follows: Beginning at a point at the most southwesterly corner of Parcel 2 opposite station 481+69.94 of the monumented railroad base line of the Charles River Branch as shown on said plan thence running; NORTHEASTERLY by a curve having a radius of 2900.93 feet and a distance of 500.56 feet to a point at the northwesterly corner of land now or formerly of Castanea Dentata, LLC, thence turning and running; S 65° 51' 32" E 110.10 feet to a point, thence turning and running; S 28° 33' 01" E 136.06 feet to a point, said last two courses being by land now or formerly of Castanea Dentata, LLC, thence turning and running; SOUTHWESTERLY by a curve having a radius of 2900.13 feet and a distance of 491.57 feet to the point of beginning. Containing 53,681 square feet more or less.

Or take any other action relative thereto.

Article Information: Article 26 describes the geographical area located directly to the south and the west of 433 Chestnut Street proposed to be placed in the Chestnut Street Business District and the Lower Chestnut Street Overlay District. The affected area comprises land located directly to the south and the west of 433 Chestnut Street, owned by the MBTA and shown as Parcel 2 on a plan entitled "Re-zoning Plan of Land", prepared by Beals and Thomas, dated April 3, 2018. The land is currently located within the Single Residence B zoning district.

MOVED: That the Town vote to amend the Needham Zoning By-Law by amending the Zoning Map as follows:

(a) Place in the Chestnut Street Business District a portion of land now zoned Single Residence B and located in the Massachusetts Bay Transit Authority (MBTA) right-of-way directly to the south and the west of land shown on Registry Plan No. 30 of 1955, Book 3333 Page 350, said description being as follows:

A certain parcel of land situated in the Commonwealth of Massachusetts, County of Norfolk, Town of Needham, being a portion of property owned by the Massachusetts Bay Transportation Authority and located westerly of Chestnut Street and being shown as PARCEL 2 on a plan entitled "RE-ZONING PLAN OF LAND IN NEEDHAM, MA (NORFOLK COUNTY)..." dated April 3, 2018, prepared by Beals and Thomas, Inc., being more particularly bounded and described as follows: Beginning at a point at the most southwesterly corner of Parcel 2 opposite station 481+69.94 of the monumented railroad base line of the Charles River Branch as shown on said plan thence running; NORTHEASTERLY by a curve having a radius of 2900.93 feet and a distance of 500.56 feet to a point at the northwesterly corner of land now or formerly of Castanea Dentata, LLC, thence turning and running; S 65° 51' 32" E 110.10 feet to a point, thence turning and running; S 28° 33' 01" E 136.06 feet to a point, said last two courses being by land now or formerly of Castanea Dentata, LLC, thence turning and running; SOUTHWESTERLY by a curve having a radius of 2900.13 feet and a distance of 491.57 feet to the point of beginning. Containing 53,681 square feet more or less.

(b) Place in the Lower Chestnut Street Overlay District a portion of land now zoned Single Residence B and located in the Massachusetts Bay Transit Authority (MBTA) right-of-way directly to the south and the west of land shown on Registry Plan No. 30 of 1955, Book 3333 Page 350, superimposing said district

over the Chestnut Street Business District as noted above, said description being as follows:

A certain parcel of land situated in the Commonwealth of Massachusetts, County of Norfolk, Town of Needham, being a portion of property owned by the Massachusetts Bay Transportation Authority and located westerly of Chestnut Street and being shown as PARCEL 2 on a plan entitled "RE-ZONING PLAN OF LAND IN NEEDHAM, MA (NORFOLK COUNTY)..." dated April 3, 2018, prepared by Beals and Thomas, Inc., being more particularly bounded and described as follows: Beginning at a point at the most southwesterly corner of Parcel 2 opposite station 481+69.94 of the monumented railroad base line of the Charles River Branch as shown on said plan thence running; NORTHEASTERLY by a curve having a radius of 2900.93 feet and a distance of 500.56 feet to a point at the northwesterly corner of land now or formerly of Castanea Dentata, LLC, thence turning and running; S 65° 51' 32" E 110.10 feet to a point, thence turning and running; S 28° 33' 01" E 136.06 feet to a point, said last two courses being by land now or formerly of Castanea Dentata, LLC, thence turning and running; SOUTHWESTERLY by a curve having a radius of 2900.13 feet and a distance of 491.57 feet to the point of beginning. Containing 53,681 square feet more or less.

MOVED: That the Town vote to amend the Needham Zoning By-Law by amending the Zoning Map as follows:

(a) Place in the Chestnut Street Business District a portion of land now zoned Single Residence B and located in the Massachusetts Bay Transit Authority (MBTA) right-of-way directly to the south and the west of land shown on Registry Plan No. 30 of 1955, Book 3333 Page 350, said description being as follows:

A certain parcel of land situated in the Commonwealth of Massachusetts, County of Norfolk, Town of Needham, being a portion of property owned by the Massachusetts Bay Transportation Authority and located westerly of Chestnut Street and being shown as PARCEL 2 on a plan entitled "RE-ZONING PLAN OF LAND IN NEEDHAM, MA (NORFOLK COUNTY)..." dated April 3, 2018, prepared by Beals and Thomas, Inc., being more particularly bounded and described as follows: Beginning at a point at the most southwesterly corner of Parcel 2 opposite station 481+69.94 of the monumented railroad base line of the Charles River Branch as shown on said plan thence running; NORTHEASTERLY by a curve having a radius of 2900.93 feet and a distance of 500.56 feet to a point at the northwesterly corner of land now or formerly of Castanea Dentata, LLC, thence turning and running; S 65° 51' 32" E 110.10 feet to a point, thence turning and running; S 28° 33' 01" E 136.06 feet to a point, said last two courses being by land now or formerly of Castanea Dentata, LLC, thence turning and running; SOUTHWESTERLY by a curve having a radius of 2900.13 feet and a distance of 491.57 feet to the point of beginning. Containing 53,681 square feet more or less.

(b) Place in the Lower Chestnut Street Overlay District a portion of land now zoned Single Residence B and located in the Massachusetts Bay Transit Authority (MBTA) right-of-way directly to the south and the west of land shown on Registry Plan No. 30 of 1955, Book 3333 Page 350, superimposing said district over the Chestnut Street Business District as noted above, said description being as follows:

A certain parcel of land situated in the Commonwealth of Massachusetts, County of Norfolk, Town of Needham, being a portion of property owned by the Massachusetts Bay Transportation Authority and located westerly of Chestnut Street and being shown as PARCEL 2 on a plan entitled "RE-ZONING PLAN OF LAND IN NEEDHAM, MA (NORFOLK COUNTY)..." dated April 3, 2018, prepared by Beals and Thomas, Inc., being more particularly bounded and described as follows: Beginning at a point at the most southwesterly corner of Parcel 2 opposite station 481+69.94 of the monumented railroad base line of the Charles River Branch as shown on said plan thence running; NORTHEASTERLY by a curve having a radius of 2900.93 feet and a distance of 500.56 feet to a point at the northwesterly corner of land now or formerly of Castanea Dentata, LLC, thence turning and running; S 65° 51' 32" E 110.10 feet to a point, thence turning and running; S 28° 33' 01" E 136.06 feet to a point, said last two courses being by land now or formerly of Castanea Dentata, LLC, thence turning and running; SOUTHWESTERLY by a curve having a radius of 2900.13 feet and a distance of 491.57 feet to the point of beginning. Containing 53,681 square feet more or less.

ACTION: Under Article 26 the main motion was presented but failed to garner the required two-thirds vote. The motion failed on a voice vote declared by the Moderator.

ARTICLE 27: AMEND ZONING BY-LAW – MAP CHANGE TO TRANSIT ORIENTED DEVELOPMENT SUB-DISTRICT OF LOWER CHESTNUT STREET OVERLAY DISTRICT

To see if the Town will vote to amend the Needham Zoning By-Law by amending the Zoning Map as follows:

a) Place in the Lower Chestnut Street Overlay District as the Transit Oriented Development Sub-District all land now zoned Chestnut Street Business District and Lower Chestnut Street Overlay District and depicted on Registry Plan No. 30 of 1955, Book 3333 Page 350, superimposing said sub-district over the Chestnut Street Overlay District, said description being as follows:

A certain parcel of land situated in the Commonwealth of Massachusetts, County of Norfolk, Town of Needham, being of property now or formally owned by Joseph and Giselda Cucci more particularly bounded and described as follows: Beginning at a point on the most southwesterly corner opposite station 476+75.57 of the monumented railroad base line as shown on said plan; thence running NORTHEASTERLY by a curve having a radius of 2900.93 feet and a distance of 374.84 feet to a point on the northwesterly corner of land now or formerly of MBTA Right of Way; thence turning and running SOUTHEASTERLY by a curve having a radius of 478.68 feet and a distance of 487.77 feet to a point on the westerly side of the Chestnut Street Right of Way; thence turning and running in the SOUTHERLY direction along the Chestnut Street Right of Way a distance of 44.5 feet to a point on the MBTA Right of Way; thence turning and running in the WESTERLY direction along said MBTA Right of Way a distance of 228.81 feet to a point; thence turning and continuing in the WESTERLY direction along said Right of Way a distance of 108.53 feet to a point; thence turning and running in the NORTHERLY direction along said Right of Way a distance of 136.06 feet to a point; thence turning and running in the WESTERLY direction a distance of 110.10 feet to the point of beginning. Containing 100,470 square feet more or less.

(b) Place in the Lower Chestnut Street Overlay District as the Transit Oriented Development Sub-District all land now zoned Chestnut Street Business District and Lower Chestnut Street Overlay District and located in the Massachusetts Bay Transit Authority (MBTA) right-of-way directly to the south and the west of land shown on Registry Plan No. 30 of 1955, Book 3333 Page 350, superimposing said sub-district over the Chestnut Street Overlay District, said description being as follows:

A certain parcel of land situated in the Commonwealth of Massachusetts, County of Norfolk, Town of Needham, being a portion of property owned by the Massachusetts Bay Transportation Authority and located westerly of Chestnut Street and being shown as PARCEL 2 on a plan entitled "RE-ZONING PLAN OF LAND IN NEEDHAM, MA (NORFOLK COUNTY)..." dated April 3, 2018, prepared by Beals and Thomas, Inc., being more particularly bounded and described as follows: Beginning at a point at the most southwesterly corner of Parcel 2 opposite station 481+69.94 of the monumented railroad base line of the Charles River Branch as shown on said plan thence running; NORTHEASTERLY by a curve having a radius of 2900.93 feet and a distance of 500.56 feet to a point at the northwesterly corner of land now or formerly of Castanea Dentata, LLC, thence turning and running; S 65° 51' 32" E 110.10 feet to a point, thence turning and running; S 28° 33' 01" E 136.06 feet to a point, said last two courses being by land now or formerly of Castanea Dentata, LLC, thence turning and running; SOUTHWESTERLY by a curve having a radius of 2900.13 feet and a distance of 491.57 feet to the point of beginning. Containing 53,681 square feet more or less.

Or take any other action relative thereto.

Article Information: Article 27 describes the geographical area proposed to be placed in the Transit Oriented Development Sub-District of the Lower Chestnut Street Overlay District. The affected area comprises 433 Chestnut Street and the land located directly to the south and the west of 433 Chestnut Street, owned by the MBTA and shown as Parcel 2 on a plan entitled "Re-zoning Plan of Land", prepared by Beals and Thomas, dated April 3, 2018. The subject land located at 433 Chestnut Street is currently located in the Chestnut Street Business District and the Lower Chestnut Street Overlay District. The subject land located directly to the south and the west of 433 Chestnut and owned by the MBTA is currently located within the Single Residence B zoning district. This later parcel is proposed to be rezoned to the Chestnut Street Business District and the Lower Chestnut Street Overlay District under Article 26 above.

MOVED: That the Town vote to amend the Needham Zoning By-Law by amending the Zoning Map as follows:

a) Place in the Lower Chestnut Street Overlay District as the Transit Oriented Development Sub-District all land now zoned Chestnut Street Business District and Lower Chestnut Street Overlay District and depicted on Registry Plan No. 30 of 1955, Book 3333 Page 350, superimposing said sub-district over the Chestnut Street Overlay District, said description being as follows:

A certain parcel of land situated in the Commonwealth of Massachusetts, County of Norfolk, Town of Needham, being of property now or formally owned by Joseph and Giselda Cucci more particularly bounded and described as follows: Beginning at a point on the most southwesterly corner opposite station 476+75.57 of the monumented railroad base line as shown on said plan; thence running NORTHEASTERLY by a curve having a radius of 2900.93 feet and a distance of 374.84 feet to a point on the northwesterly corner of land now or formerly of MBTA Right of Way; thence turning and running SOUTHEASTERLY by a curve having a radius of 478.68 feet and a distance of 487.77 feet to a point on the westerly side of the Chestnut Street Right of Way; thence turning and running in the SOUTHERLY direction along the Chestnut Street Right of Way a distance of 44.5 feet to a point on the MBTA Right of Way; thence turning and running in the WESTERLY direction along said MBTA Right of Way a distance of 228.81 feet to a point; thence turning and continuing in the WESTERLY direction along said Right of Way a distance of 108.53 feet to a point; thence turning and running in the NORTHERLY direction along said Right of Way a distance of 136.06 feet to a point; thence turning and running in the WESTERLY direction a distance of 110.10 feet to the point of beginning. Containing 100,470 square feet more or less.

(b) Place in the Lower Chestnut Street Overlay District as the Transit Oriented Development Sub-District all land now zoned Chestnut Street Business District and Lower Chestnut Street Overlay District and located in the Massachusetts Bay Transit Authority (MBTA) right-of-way directly to the south and the west of land shown on Registry Plan No. 30 of 1955, Book 3333 Page 350, superimposing said sub-district over the Chestnut Street Overlay District, said description being as follows:

A certain parcel of land situated in the Commonwealth of Massachusetts, County of Norfolk, Town of Needham, being a portion of property owned by the Massachusetts Bay Transportation Authority and located westerly of Chestnut Street and being shown as PARCEL 2 on a plan entitled "RE-ZONING PLAN OF LAND IN NEEDHAM, MA (NORFOLK COUNTY)..." dated April 3, 2018, prepared by Beals and Thomas, Inc., being more particularly bounded and described as follows: Beginning at a point at the most southwesterly corner of Parcel 2 opposite station 481+69.94 of the monumented railroad base line of the Charles River Branch as shown on said plan thence running; NORTHEASTERLY by a curve having a radius of 2900.93 feet and a distance of 500.56 feet to a point at the northwesterly corner of land now or formerly of Castanea Dentata, LLC, thence turning and running; S 65° 51' 32" E 110.10 feet to a point, thence turning and running; S 28° 33' 01" E 136.06 feet to a point, said last two courses being by land now or formerly of Castanea Dentata, LLC, thence turning and running; SOUTHWESTERLY by a curve having a radius of 2900.13 feet and a distance of 491.57 feet to the point of beginning. Containing 53,681 square feet more or less.

ACTION: Under Article 27 the main motion was presented but failed to garner the required two-thirds vote. The motion failed on a voice vote declared by the Moderator.

ARTICLE 28: AMEND ZONING BY-LAW – SELF STORAGE FACILITIES IN MIXED USE-128 DISTRICT

To see if the Town will vote to amend the Zoning By-Law as follows:

1. In Section 1.3 Definitions, by adding the following after the existing definition of "Retaining Wall" and before the existing definition of "Setback":

"Self-Storage Facility – a climate-controlled facility constructed and configured to allow access to individuals or businesses who will lease individually self-contained units of the facility for the storage of personal or business possessions, excluding the storage of flammable liquids, gas or explosives."

2. Section 3.2.6 Uses in the Mixed-Use-128 District, by adding a new subsection (m) to subsection 3.2.6.2 Uses Permitted By Special Permit, to read as follows:

"(m) Self-Storage Facility."

3. Section 5.1.2 Required Parking, by adding a new subsection (21), to read as follows:

"(21) Self-Storage Facility	One space per 10,000 square feet of floor area, plus one space per full-time employee"

Article Information: This article submitted by citizens' petition would amend the Zoning By-Law to allow self-service storage facilities in the Mixed Use 128 District.

A commercial redevelopment which would include self-storage spaces is currently proposed for 77 Charles Street, but the self-storage use is not allowed under the current By-Law as applied.

The petition would add a definition of "self-storage facility" to the Zoning By-Law, and to allow the Planning Board to authorize that use in the MU-128 district by special permit.

The language would provide for businesses and individuals to store property, other than flammable and explosive materials, in individual storage units within a climate-controlled facility. There would be a parking requirement for the facility of one space per 10,000 square feet of floor area, plus one space per full-time employee.

The Planning Board has scheduled a public hearing on this proposed amendment for April 2, 2019, and will thereafter report its recommendation to Town Meeting.

MOVED: That the Town vote to amend the Zoning By-Law as follows:

1. In Section 1.3 Definitions, by adding the following after the existing definition of "Retaining Wall" and before the existing definition of "Setback":

"Self-Storage Facility – a climate-controlled facility constructed and configured to allow access to individuals or businesses who will lease individually self-contained units of the facility for the storage of personal or business possessions, excluding the storage of flammable liquids, gas or explosives."

2. Section 3.2.6 Uses in the Mixed-Use-128 District, by adding a new subsection (m) to subsection 3.2.6.2 Uses Permitted By Special Permit, to read as follows:

"(m) Self-Storage Facility."

3. Section 5.1.2 Required Parking, by adding a new subsection (21), to read as follows:

"(21) Self-Storage Facility	One space per 10,000 square feet of floor area, plus one space per full-time employee".

Article 28 was withdrawn on Monday, May 6, 2019.

ARTICLE 29: APPROPRIATE FOR FIRST BAPTIST CHURCH PORCH PRESERVATION

To see if the Town will vote to raise and/or transfer and appropriate the sum of $799,040 for the First Baptist Church Porch Preservation, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be raised from CPA Fund Receipts; or take any other action relative thereto.

Article Information: The First Baptist Church has requested funding for the first of a multi-phase project to restore and preserve the 1856 building. The funding would support the restoration of the front porch – a prominent and identifying feature of the First Baptist Church. The restoration would include doors, columns, and decorative and architectural elements and detailing. The project also includes the restoration of the Church's historic clock and bell system.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $799,040 for the First Baptist Church Porch Preservation, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be raised from CPA Fund Receipts.

Article 29 was withdrawn on Monday, May 6, 2019.

ARTICLE 30: APPROPRIATE FOR MODERNIZATION AND REDEVELOPMENT OF AFFORDABLE HOUSING

To see if the Town will vote to raise and/or transfer and appropriate the sum of $150,000 to hire a consultant for a modernization and redevelopment of affordable housing, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from the Community Housing Reserve; or take any other action relative thereto.

Article Information: The Needham Housing Authority has requested funding for a consultant to develop the architectural, engineering, survey, financial modeling, legal and related documents necessary for the Authority to obtain State and Federal funding for major modernization projects.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $150,000 to hire a consultant for a modernization and redevelopment of affordable housing, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from the Community Housing Reserve.

Mr. Christopher J. Gerstel, Member, Community Preservation Committee, requested that Reginald C. Foster, Member, Needham Housing Authority, address this article.

Mr. Foster advised that he is a member of the Needham Housing Authority and former Town Meeting Member. He

explained that this is a request for $150,000 for consulting services for modernization and redevelopment of affordable housing at the Needham Housing Authority. This would allow the NHA to obtain State and Federal funding for major modernization projects. Seventy-five % of the buildings are for elderly. There is a small window of opportunity to submit the application which could take up to four years to process.

Mr. John A. Bulian, Chair, addressed this proposal on behalf of the Select Board which unanimously supports this article.

Mr. Thomas M. Jacob, member, addressed this proposal on behalf of the Finance Committee. He stated that the Community Preservation Committee fund of $150,000 is being matched by the Needham Housing Authority for Seabeds Way and Capt. Robert Cook Drive. These are two projects estimated to cost $7.9 million and $18.5 million respectively. The Finance Committee supports this proposal.

Michael J. Greis expressed his hope that the consultant will include energy and sustainability provisions.

In response to an inquiry from Jeanne S. McKnight regarding the inclusion of both the Seabeds Way and High Rock areas, Mr. foster advised that the first part of the application is not exclusive. An old section 2.2.2 arose from the dead and could be targeted to units at Chambers Street. While the Needham Housing Authority continues to have control over the property and buildings, any long-term lease is subject to the rental assistance protection program.

Ann DerMarderosian rose to commend the work of the Needham Housing Authority and questioned if there is a plan in place for the Linden Street/Chambers Street area. Kalpana Shah, NHA resident, rose and stated that this area is not eligible for Federal Funds and any plan needs to address all areas. Mr. Foster noted that there is a 5-year plan which includes the Linden Street/Chambers Street area.

Emily Rose Cooper rose in support of this proposal. She noted that repairs for affordable housing is tired to the state budget and that these repairs are based on need.

Ford Peckham recommended moving forward on this project as soon as possible.

Kalpana Shah stated that there has been no talk of updating the Linden Street/Chambers Street area and urged a no vote on this article.

ACTION : The main motion was presented and passed by unanimous vote.

At 11:05 P.M. Mr. Gilbert W. Cox, Jr. moved that the Annual Town Meeting stand adjourned to Monday, May 13, 2019 at 7:30 P.M. at the James Hugh Powers Hall, Town Hall and it was so voted unanimously by voice vote.

Theodora K. Eaton, MMC
Town Clerk

A true copy
Attest:

****

ADJOURNED ANNUAL TOWN MEETING
Monday, May 13, 2019

Pursuant to adjournment of the Annual Town Meeting held May 8, 2019 the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the James Hugh Powers Hall, Town Hall on Monday, May 13, 2019, at 7:30 P.M.

Check lists were used and 218 voters were checked on the list as being present, including 213 Town Meeting Members. 38 Town Meeting Members were absent.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

At the designation of the Reverend Nicholas Morris-Kliment, President of the Needham Interfaith Clergy Association, Reverend Nicholas Morris-Kliment, Rector, Christ Episcopal Church, gave the invocation.

Unanimous consent was given to suspend the proceedings for the twentieth Annual Richard Patton Melick Foundation awards. Ms. Laura A. Brooks, Vice President of the Richard Patton Melick Foundation, Inc., explained that Richard P. Melick was the former Moderator in the Town of Needham for 35 years and this foundation was established in 1997 to recognize extraordinary leaders in the Town of Needham. Ms. Brooks announced that the Melick Foundation gave a $2500 Scholarship to Needham High School student Aisha Tipnis.

Ms. Brooks then presented certificates of appreciation to Michael J. Greis and Maurice P. Handel for serving 25 years as Town Meeting Members.

Mr. Philip V. Robey Director presented the first award to Richard and Gail Davis. One of the tenets of the Melick Foundation is "...the realization that citizens develop the quality of life in a community...". Rick and Gail Davis grew up in Needham, went to grammar school, junior high and high school and co-incidentally found each other as partners in life while preparing for their high school senior prom in the Needham High school gym.

Both went on to four-year colleges and shortly after graduation married and settled in their home town of Needham. Rick joined his dad in the insurance business, eventually becoming President and CEO of the company. His industry-recognized abilities led him to leadership position in state and national insurance organizations. Gail followed her calling by becoming a teacher. She was a special education teacher for twenty-three of her thirty years teaching in the Needham School System.. Her easy manner and insightful collaboration lead her to become a favorite with her colleagues.

With the advent of children (Laura, Glen and Steve) involvement in community activities began. Gail became involved with Cub Scouts, Brownies and Girl Scouts. She was a PTC board member at both the High Rock and Hillside schools and held the position of president of both the High school PTC and the Rivers School Parents League. Rick, relying on his football experience at Needham High, coached Pop Warner Football.

Over time Gail and rick with their "can do" attitudes were identified for participation in more community endeavors. Gail held a seat on the Needham Education Foundation Board

(N.E.F.) and in the mid-1990s she joined the League of Women Voters and was president twice. She is a board member of the Needham Garden Club and has been a Town Meeting Member since 2000. Rick was a president and 35-year member of the Needham Rotary Club, a longtime member and former chairman of the Needham Community Council, a former member and chairman of the Beth Israel Deaconess Hospital Trustee Board, and a Director of Needham's History Center and Museum. Most recently Rick was asked to serve as a North Hill Board Trustee. Rick has been a Town Meeting Member since 1976.

In recognition of their lifetime contribution to the "quality of life" in the Town of Needham, the Richard P. Melick Foundation is honored to present Rick and Gail the 2019 Melick Award.

Mr. Paul F. Milligan presented the second award posthumously to Barry McDonough. Barry R. McDonough was born in West Roxbury, MA in 1933. He graduated from St. Sebastian's School (then in Newton); and obtained his BA from Holy Cross College. An active alumnus, he served as president of the Holy Cross Alumni Association and recipient of the In Hoc Signo Award. Barry earned his JD from Boston College Law School, and later moved with his wife Diane to Needham in 1962, a town they came to love.

Very active in town, he was Town Meeting Member for 25 years, active on numerous committees through his tenure, including serving on and being named chairman of the Finance Committee. Barry was also active in Needham Boy Scouts, Needham Little League, and the St. Vincent de Paul Society. He was an active parishioner of St. Joseph's Church for over 50 years, active in its two schools, and also served as chairman of the Parish Council Finance Committee. Barry received the Archdiocese of Boston Cardinal's Bishop Cheverus Award for outstanding service to the Church. Barry was a Richard Patton Melick Foundation founder and served as Board member from 1997 - 2016.

He was Senior Partner at Parker Coulter Daley & White, practicing as a defense trial lawyer and eventually started his own firm, McDonough, Hacking & Lavoie. Barry lectured frequently on a variety of legal topics and was a respected mediator and arbitrator. He also served as a judicial Hearing Officer at the request of our highest court, the Massachusetts Supreme Judicial Court.

Barry retired in 2011 and remained active and compassionate in his service to Needham until passing in 2016.

When he was not engaged in extensive volunteering activities, Barry McDonough was happiest cooking and spending time with his wife Diane and 6 children, 17 grandchildren and 2 great-grandchildren.

With great pride, and appreciation the Richard Patton Melick Foundation recognizes his many contributions to our town and posthumously awards him the 2019 Melick Award.

At this time the Moderator made the following announcements:

The Needham Exchange is holding the second Needham Classic Car Show on Sunday, May 19, 2019 from 10 AM – 1 PM. This is a free event for the family and there will be refreshments.

Tonight's pages are Lily Pendergast and Chandler Perkinson.

The Needham Woman Suffrage Club Banner is on display in Powers Hall courtesy of the Needham Historical Center and Museum.

At 7:50 P.M. Mr. John A Bulian moved that the Annual Town Meeting stand adjourned until such time as the Special Town Meeting called for this evening at 7:30 P.M. is either adjourned or dissolved. It was so voted unanimously.

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RECORD OF SPECIAL TOWN MEETING
Monday, May 13, 2019

Pursuant to a Warrant issued by the Selectmen April 10, 2019 the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the James Hugh Powers Great Hall at the Needham Town Hall, Monday, May 13, 2019, at 7:30 o'clock in the afternoon.

The Moderator, Michael K. Fee, called the meeting to order at 7:50 o'clock.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

The Call to the Meeting and Officers Return were read by the Town Clerk, the reading of the articles in the Warrant being waived upon motion.

The Moderator requested and received unanimous consent to apply the same rules enacted for the Annual Town Meeting for the Special Town Meeting.

The Moderator announced that the proponents no longer have an interest in Article 1 and requested unanimous consent to withdraw this article. Town Meeting indicated that there were no objections to the withdrawal of Article 1 and it was so voted unanimously.

The Moderator announced that there are no changes in the affirmative motions.

As in the tradition of the Annual Town Meeting, the Moderator asked unanimous consent to omit the reading of the articles and to refer to them by number only. Any Town Meeting Member who wished to "question" or "debate" should so indicate when the number was called, and those articles not so indicated would be adopted by unanimous consent. There was no objection and the Moderator declared this method to be adopted unanimously.

The Moderator then proceeded to call each article in the Warrant by number commencing with Article No. 2. No Town Meeting Member responded with "question" or "debate" to Articles 2 and 3. The Moderator then called each of the above-mentioned articles by number and no objection was heard to adoption by unanimous consent. It was so voted unanimously, and the Town Clerk was requested to so record. As a result, thereof, said articles and the votes thereunder are as follows:

ARTICLE 2: AMEND THE FY2019 OPERATING BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2019 Operating Budget adopted under Article 16 of the 2018 Annual Town Meeting, and amended under Article 4 of the October 10, 2018 Special Town Meeting, by deleting the amounts of money appropriated under some of the line items and appropriating the new amounts as follows:

Line Item	Appropriation	Changing From	Changing To
14A	Finance Department Salary & Wages	$1,905,197	$1,880,197
14B	Finance Department Expenses	$949,492	$959,492
14C	Finance Department Capital	$75,000	$90,000

or take any other action relative thereto.

Article Information: This article seeks to amend the Town's operating budget for fiscal year 2019 by lowering salary and wages by $25,000 and increasing expenses by $10,000 and capital by $15,000. The Finance Department has had a long-term vacancy in the Treasurer/Collector's office which has proven difficult to fill. However, there was an increasing backlog of work which had to be performed, so the Department sought the assistance of temporary workers from an outside agency to help the office address immediate needs. Obtaining assistance from an outside agency is considered an expense not salary, so the Town needs to transfer funds from the salary and wages line to the expense line. There has been an increase in the number of laptops, computers, and peripherals needing replacement this year, and the $15,000 transfer from the salary and wages line to the capital line will allow for those replacements. The availability of funds in the salary and wages line is due to vacancies in the Department.

MOVED: That the Town vote to amend and supersede certain parts of the fiscal year 2019 Operating Budget adopted under Article 16 of the 2018 Annual Town Meeting, and amended under Article 4 of the October 10, 2018 Special Town Meeting, by deleting the amounts of money appropriated under some of the line items and appropriating the new amounts as follows:

Line Item	Appropriation	Changing From	Changing To
14A	Finance Department Salary & Wages	$1,905,197	$1,880,197
14B	Finance Department Expenses	$949,492	$959,492
14C	Finance Department Capital	$75,000	$90,000

ACTION: So voted by unanimous consent.

ARTICLE 3: AMEND THE FY2019 COMMUNITY PRESERVATION FUND BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2019 Community Preservation Fund budget adopted under Article 31 of the 2018 Annual Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating the new amounts as follows:

Line Item	Appropriation	Changing From	Changing To
B	Community Preservation Fund Annual Reserve	$1,025,153	$1,016,491
C	Community Housing Reserve	$289,000	$293,331
E	Open Space Reserve	$289,000	$293,331

or take any other action relative thereto.

Article Information: This appropriation is necessary to ensure that the Town meets the required 10% minimum funding in the two reserves for FY2019. The Town received an increase in its contribution from the Commonwealth in FY2019, which accounts for the need to increase the reserves. This article will transfer $8,662 from the discretionary annual reserve split evenly between the two specific reserves ($4,331 each).

MOVED: That the Town vote to amend and supersede certain parts of the fiscal year 2019 Community Preservation Fund budget adopted under Article 31 of the 2018 Annual Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating the new amounts as follows:

Line Item	Appropriation	Changing From	Changing To
B	Community Preservation Fund Annual Reserve	$1,025,153	$1,016,491
C	Community Housing Reserve	$289,000	$293,331
E	Open Space Reserve	$289,000	$293,331

ACTION: So voted by unanimous consent.

The Moderator proceeded with the remaining articles in the Warrant:

ARTICLE 1: APPROPRIATE FOR N² INNOVATION DISTRICT

To see if the Town will vote to raise and/or transfer and appropriate the sum of $20,000 for the purpose of supporting the N² Innovation District, said sum to be spent under the direction of the Town Manager and raised from the FY2020 Tax Levy; or take any other action relative thereto.

Article Information: The 2017 Annual Town Meeting appropriated $20,000 in matching funds to the N² Innovation District, under the auspices of the Newton Needham Chamber of Commerce. This contribution, in conjunction with funds provided by the City of Newton, helped the District leverage more than $300,000 in private sector support. The District hired a director, built a dedicated website, created branding and marketing materials, and provided advocacy and support for business and property owners. The District is seeking an additional contribution by the Town in the amount of 420,000 to help the District build on efforts to market the area to new employers and workers, including business attraction, place-making and advocacy initiatives.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $20,000 for the purpose of supporting the N² Innovation District, said sum to be spent under the direction of the Town Manager and raised from the FY2020 Tax Levy.

Article 1 was withdrawn earlier this evening (May 13, 2019).

Article 2 was adopted by unanimous consent earlier this evening (Monday, May 13, 2019).

Article 3 was adopted by unanimous consent earlier this evening (Monday, May 13, 2019).

ARTICLE 4. AMEND GENERAL BY-LAWS NON-CRIMINAL DISPOSITION

To see if the Town will vote to amend Section 8.2.2.4 of the General By-Laws by inserting a new Sub-section V as follows:

"V. Street Occupancy Permit/Excavation in a Public Way (Sub-section 2.2.5.1.4)

Enforcement Agent: Director of Public Works or his or her designee

Fine Schedule:
$300 per offense"

Or take any other action relative thereto.

Article Information: The Select Board is responsible for approving Grant of Location requests from public utilities intending to cross over or under the public way for the installation of wires and appurtenances. The Board has found that an increasing number of developers and contractors are completing the work prior to receiving the Grant of Location from the Board. The Grant of Location hearing is an important mechanism for ensuring that neighbors and abutters are able to ask questions and raise concerns with both the Town and the utility. The purpose of this General By-law amendment is to enable the Select Board to issue a fine to any individual who conducts evacuation in a public way without the proper authorization from the Town.

MOVED: That the Town vote to amend Section 8.2.2.4 of the General By-Laws by inserting a new Sub-section V as follows:

"V. Street Occupancy Permit/Excavation in a Public Way (Sub-section 2.2.5.1.4)

Enforcement Agent: Director of Public Works or his or her designee

Fine Schedule:
$300 per offense"

Mr. Daniel P. Matthews, member, addressed this proposal on behalf of the Select Board. He explained because there are contractors and developers that are completing work prior to receiving the Grant of Location. This this proposal would allow the Select Board to issue a fine to any individual who conducts excavation in a public way without obtaining the proper permits.

Mr. Joshua W. Levy, member, addressed this proposal on behalf of the Finance Committee. He sated that the Finance Committee unanimously recommends adoption of this article.

Mr. Ford Peckham noted that the word "evacuation" should be "excavation". T he moderator noted that this spelling error is in the article information section and not the article itself.

ACTION: The main motion was presented and carried by unanimous vote.

At 8:00 P.M. Mr. John A. Bulian, Chair, on behalf of the Select Board, moved to dissolve the Special Town Meeting with the following Resolution:

THE FOLLOWING RESOLUTION

Was offered

In memory of

William M. Powers

WHEREAS: William M. "Bill" Powers was born and raised in Newton and graduated from Newton High School; and

WHEREAS: Bill enlisted in the Army Reserve Program at Boston University. His education was interrupted a few weeks into his first year when he was ordered to report to Fort Wheeler, Georgia for basic training. Bill was assigned to the 106th infantry division and was shipped to Belgium, where he survived the Battle of the Bulge. After the war, Bill took advantage of the GI Bill and returned to Boston University where he received his Bachelor's and Master's degrees in Education; and

WHEREAS: Bill married Sally Blackman, living first in Newton and then settling in Needham where they raised their three sons Bill, Ted and Ben; and

WHEREAS: Bill served as an alderman while living in the City of Newton, and taught in the Newton and Brookline Public Schools. He then served the Needham Public Schools as Assistant Superintendent from 1957 to 1960 and as Superintendent from 1960 to 1979; and

WHEREAS: Bill excelled at tennis throughout his life. He won the Massachusetts Interscholastic Championship, was elected captain of Boston University's Varsity Tennis Team, was inducted into the New England Tennis Hall of Fame, was a member of the Longwood Cricket Club, and served as Regional President of the U.S. Tennis Association; and

WHEREAS: Bill also enjoyed writing, including two books - *You Can't Sew Pillows Under Them* and *An Old Duffers' Verse and Tales*, as well as numerous newsletters; and

WHEREAS: Bill was a member of the Needham League of Women Voters, the Rotary Club, and veterans organizations including the VFW and American Legion. He was co-founder of the Richard Patton Melick Foundation; and

WHEREAS: Bill served on the Finance Committee, and later as a member the Board of Selectmen from 1996 to 2003. He served as a Town Meeting Member for 45 years;

NOW THEREFORE, be it resolved by this body that the May 13, 2019 Special Town Meeting be dissolved in honor of the civic and community contributions of William M. "Bill" Powers to the Town of Needham.

ACTION: at 8:00 PM the Resolution was presented and carried unanimously by voice vote.

Theodora K. Eaton, MMC
Town Clerk

A true copy
ATTEST:

* * * * * * * *

The Moderator called the Annual Town Meeting back into session at 8:10 P. M., declared a quorum to be present, and requested the Town Clerk to so record. He recognized Needham's State Representative Denise C. Garlick and thanked her for making a special effort to attend Town Meeting. Discussion commenced under Article 32 upon the dissolution of the Special Town Meeting called for Monday, May 13, 2019 at 7:30 P. M.

Article 31 was adopted by unanimous consent on Monday, May 6, 2019.

Discussion commenced under Article 32.

ARTICLE 32: APPROPRIATE FOR TOWN COMMON RENOVATION DESIGN

To see if the Town will vote to raise and/or transfer and appropriate the sum of $117,000 for the Town Common renovation design, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from the FY2019 CPA General Reserve; or take any other action relative thereto.

Article Information: *The Town Common Renovation Project includes the green space and hardscape area of the Common, and is proposed to maximize the current use of space, complement Town Hall, enhance the "blue tree," and integrate with the new streetscape improvements. The project includes sod, trees, plantings, low maintenance hardscape materials, and improved accessibility. Pathways and landscaping will be adjusted for improved functionality, and electrical and sound capacity will be installed to accommodate community events. This article would fund the final design of the project.*

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $117,000 for the Town Common renovation design, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from the FY2019 CPA General Reserve.

The following motion to amend was offered by Peter J. Pingitore, Chairman, Community Preservation Committee: That the main motion under Article 32 be amended by deleting the words "FY2019 CPA General Reserve" and inserting the words "Open Space Reserve."

Robert J. Dermody, Member, addressed this proposal on behalf of the Community Preservation Committee. He project includes new irrigation, trees, renovated walkways, electrical upgrades and sound capacity for community events. He stated that the CPC voted unanimously to support this project.

Maurice P. Handel, member, advised that the Select Board voted unanimously to support this project.

Thomas M. Jacob, member, stated that the Finance Committee also unanimously supports adoption of this article.

In response to an inquiry from Steven Rosenstock, Mr. Pingitore indicated that there has been no determination at this time whether additional funding will come from the Open Space Reserve or the General Reserve.

In response to an inquiry from Lisa Cherbuliez, Robert J. Dermody noted that the CPC is not aware of any specific additional events.

Mr. Pingitore's motion to amend was presented and carried by unanimous vote.

ACTION: The main motion, as amended, was presented and carried by majority vote on a voice vote declared by the Moderator.

VOTED: That the Town vote to raise and/or transfer and appropriate the sum of $117,000 for the Town Common renovation design, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from the Open Space Reserve.

Article 33 was adopted by unanimous consent on Monday, May 6, 2019.

ARTICLE 34: APPROPRIATE FOR CRICKET FIELD RENOVATIONS

To see if the Town will vote to raise and/or transfer and appropriate the sum of $480,000 for Cricket Field renovations, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from CPA Free Cash; or take any other action relative thereto.

Article Information: The purpose of this project is to improve the functionality of Cricket Field. The field does not have a fully-functioning irrigation system, and the grading on the site is inconsistent and leads to localized draining issues. As part of the project, all turf will be stripped and top soil will be removed. The field will be regraded and the soil will be amended to allow for improved drainage. A new irrigation system will be installed and the field will be sodded.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $480,000 for Cricket Field renovations, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from CPA Free Cash.

Joseph P. Barnes, Member, addressed this proposal on behalf of the Community Preservation Committee. Mr. Barnes explained that Cricket Field has draining issues and needs re-grading. The plan is to remove the turf, regrade, add new soil and an irrigation system.

John A. Bulian, Chair, stated that the Select Board unanimously supports this article.

Thomas M. Jacob, member, advised that the Finance Committee also unanimously recommends adoption of this article.

ACTION: The main motion was presented and carried by majority vote on a voice vote declared by the Moderator.

Article 35 was adopted by unanimous consent on Monday, May 6, 2019.

ARTICLE 36: APPROPRIATE TO COMMUNITY PRESERVATION FUND

To see if the Town will vote to hear and act on the report of the Community Preservation Committee; and to see if the Town will vote to appropriate a sum pursuant to Massachusetts General Law Chapter 44B from the estimated FY2020 Community Preservation Fund revenues, or to set aside certain amounts for future appropriation, to be spent under the direction of the Town Manager, as follows:

Appropriations:

A. Administrative and Operating Expenses of the Community Preservation Committee	$82,000

Reserves:

B. Community Preservation Fund Annual Reserve	$945,546
C. Community Housing Reserve	$312,071
D. Historic Resources Reserve	$0
E. Open Space Reserve	$312,071

or take any other action relative thereto.

Article Information: Town Meeting and voters approved the Community Preservation Act in 2004. The Fund receives monies through a 2.0% surcharge on local real estate property tax bills with certain exemptions. Adoption of the Act makes the Town eligible to receive additional monies on an annual basis from the Massachusetts Community Preservation Fund. Any expenditure from the Community Preservation Fund must be both recommended by the Community Preservation Committee (CPC) and approved by Town Meeting. The law requires that at least 10% of the revenue be appropriated or reserved for future appropriation for each of the following purposes: community housing, historic preservation and open space. The Town traditionally sets aside 11% to account for any changes to the revenue estimate or State match that may occur during the year. Up to 5% of the annual revenue estimate may be utilized for the administrative and operational expenses of the Community Preservation Committee. At the end of the fiscal year, unspent administrative funds return to the CPA Annual Reserve.

MOVED: That the Town vote to hear and act on the report of the Community Preservation Committee; and to see if the Town will vote to appropriate a sum pursuant to Massachusetts General Law Chapter 44B from the estimated FY2020 Community Preservation Fund revenues, or to set aside certain amounts for future appropriation, to be spent under the direction of the Town Manager, as follows:

Appropriations:

A. Administrative and Operating Expenses of the Community Preservation Committee	$82,000

Reserves:

B. Community Preservation Fund Annual Reserve	$945,546
C. Community Housing Reserve	$312,071
D. Historic Resources Reserve	$0
E. Open Space Reserve	$312,071.

Peter J. Pingitore, Chairman, addressed this proposal on behalf of the Community Preservation Committee. He advised that this article is the annual appropriation article required under the Community Preservation Act of 2004. He thanked Town

Meeting Members for their support of the Community Preservation Committee and asked for their support.

Marianne B. Cooley, Member, advised that the Select Board unanimously supports this article.

Thomas M. Jacob, member, addressed this proposal on behalf of the Finance Committee. He explained that at least 10% of the revenue be appropriated for community housing, historic preservation and open space. The Finance Committee unanimously supports this article.

ACTION: The main motion was presented and carried by unanimously vote.

ARTICLE 37: APPROPRIATE FOR GENERAL FUND CASH CAPITAL

To see if the Town will vote to raise and/or transfer and appropriate the sum of $6,907,752 for General Fund Cash Capital, to be spent under the direction of the Town Manager, and to meet this appropriation that $6,788,252 be transferred from Free Cash; that $9,500 be transferred from Article 42 of the 2013 Annual Town Meeting for the DPW Boiler Replacement Design, that $10,000 be transferred from Article 39 of the 2015 Annual Town Meeting for the High School Locker Reconfiguration & Addition, and that $100,000 be transferred from Article 4 of the 2017 May Special Town Meeting for the DPW Boiler Replacement Design, Energy Efficiency Upgrade Improvements, and the High School Locker Reconfiguration & Addition, or take any other action relative thereto.

Group	Description	Recommended	Amendment
Community Services	Center at the Heights Computer Lab	$50,000	
Community Services	Library Furniture Replacement	$112,960	
DPW	DPW Boiler Replacement 470 Dedham Avenue	$50,000	
DPW	Public Works Infrastructure Program	$2,169,550	
DPW	Specialty Equipment - Tractor	$68,000	
DPW	Traffic Improvements	$50,000	
DPW	Transfer Station Property Improvements	$295,000	
General Government	Town Multi-Function Printer Devices	$35,600	
General Government	Town Offices Replacement Furniture	$25,000	
Multiple	Building Management System Upgrade	$392,000	
Multiple	Fleet Replacement Program	$1,270,648	
Public Safety	Personal Protective Equipment	$43,424	
Public Safety	Police and Fire Mobile and Portable Radios	$617,550	
Public Safety	Public Safety Desktops, Printers and Peripherals	$200,000	
Public Safety	Public Safety Mobile Devices	$35,000	
Public Schools	Energy Efficiency Upgrade Improvements	$57,000	
Public Schools	High School Locker Reconfiguration & Addition	$50,000	
Public Schools	Mitchell School Restroom Upgrades	$67,000	

Group	Description	Recommended	Amendment
Public Schools	Newman Preschool Playground Custom Shade Shelter	$69,200	
Public Schools	Newman School Gym Floor	$275,000	
Public Schools	Pollard School Blue & Green Gym Score Boards	$30,000	
Public Schools	School Furniture & Equipment	$35,000	
Public Schools	School Master Plan Supplement	$125,000	
Public Schools	School Photocopier Replacement	$52,470	
Public Schools	School Technology Replacement	$632,350	
Public Schools	Facility Assessment for Sustainable Building Management (Broadmeadow & Eliot)	$100,000	
		$6,907,752	

Article Information:

Center at The Heights Computer Lab
The purpose of this request is to replace the hardware and upgrade software associated with the Center at The Heights (CATH) Computer Lab. This will include desktops, laptops, servers, switches, firewall, and software upgrades. New models will take advantage of upgraded operating systems and faster processers to better serve the users of the Computer Lab.

Library Furniture
This request is for the second year of a four-year plan to replace library furniture. The Library has been open to the public for more than twelve years, and, due to heavy use, the furniture is beginning to show wear and tear. This request is to replace the community room audience stackable chairs.

DPW Boiler Replacement Design/470 Dedham Avenue
This funding will support design of the replacement of the DPW/470 Dedham Avenue boiler with two high efficiency condensing boilers. The increase to two boilers is based on both the need for redundancy in the heating season and the desire to improve energy efficiency. The boiler at the DPW was installed in 1961 and is past its useful life. This project may be eligible for energy efficiency rebates to offset the cost of buying a more efficient model. The project includes the upgrade of heat piping throughout the building with the assumption that the building will need to remain in use for the foreseeable future.

Public Works Infrastructure Program
The Public Works Infrastructure Program allows the Department of Public Works to make improvements and repairs to Town infrastructure, including but not limited to roads, bridges, sidewalks, intersections, drains, brooks, and culverts. This program consists of multiple categories, each with their own sub-projects. This year's request includes funding for street resurfacing, the sidewalk program, bridge repairs, storm drain capacity improvements and storm drain system repairs.

Street Resurfacing
The Town has 279 lane miles of accepted road that require maintenance. The average lifecycle of a road is 15 to 20 years. Specialized surface treatments can be applied within this period of time to sustain or extend the lifecycle of the roadway based on usage. The Town targets 17 lane miles of road per year in order to resurface roads before they reach the end of their lifecycle. These roads are prioritized based on a pavement condition index (PCI). The Town targets roads with a PCI of less than 70 for resurfacing and specialized treatment, and less than 60 for repair and renovation. The primary strategy of this program is asphalt paving and incidental work, including asphalt berm curb, new grass shoulders, corner reconstruction including handicapped ramps, minor drainage improvements, street sign replacement, traffic markings, and signs. Target funding for street resurfacing in FY2020 is $924,550.

Roadway Reconstruction
The Town evaluates the sight distance, drainage, handicap ramps, sidewalks, subsurface utilities, public utility poles and overhead utilities of all roads. The physical condition of roads to be considered for full reconstruction includes shape, foundation and traffic volume. This is a multi-year process requiring surveying, designing, utility evaluation and construction. Some of the roads that may be targeted for full reconstruction in the future include: Marked Tree Road, Nehoiden Street, Kingsbury Street, sections of Central Avenue, and Webster Street from Dedham Avenue to South Street. No funding is allocated to the Roadway Reconstruction category in FY2020.

Guardrail
Many of the Town's guardrails are noncompliant and the DPW is preparing a plan to systematically upgrade existing guardrails to make them both compliant and aesthetically pleasing. No funding is proposed for this category in FY2020.

Sidewalk Program
This Program funds improvements to the network of sidewalks throughout the community. There are over 160 miles of accepted sidewalks in Needham. Over half of the Town's sidewalks do not comply with current standards and require significant improvements, including the installation of handicapped ramps. Sidewalk improvements must comply with Federal and State laws and construction standards. Target funding for the sidewalk program in FY2020 is $512,500.

Traffic Signal & Intersection Improvements
This Program will fund traffic signal improvements, intersection improvements, and new traffic signal installations where none currently exist. In FY2020, the DPW will evaluate intersection prioritization for future projects.

Bridge Repairs
Surrounded on three sides by the Charles River, the Town jointly maintains a number of bridges with neighboring communities. The Massachusetts Bridge Inspection Program has identified a number of bridges that have some level of deficiency and has recommended repairs. Target funding for bridge repair in FY2020 is $100,000 (Newell's Bridge on Central Avenue into Dover – Design).

Storm Drain Capacity Improvements
This Program provides funding to improve roadway drainage capacity. The Town's Stormwater Master Plan identified a number of areas throughout Needham where improvements are required to resolve flooding problems and illicit discharge. Since the issuance of the Stormwater Master Plan, numerous multi-unit developments have been built in the Town of Needham. These developments include new roads with drainage structures and roof or sump connections that are then connected to existing Town systems. These new connections have increased the load on the Town's drainage system and caused flooding in some areas. Unless circumstances dictate otherwise, FY2020 target funding of $362,500 is planned for Ardmore Road and Hunnewell Street storm drain construction.

Storm Drain System Repairs
This Program provides funding to repair failing storm drainage infrastructure within Town easements that have been discovered through investigation work. These projects will include the replacement of existing culverts that have deteriorated over time and are restricting flow. This work will help eliminate flooding and capacity issues in the immediate vicinity. Unless circumstances dictate otherwise, FY2020 funding in the amount of $270,000 is targeted for construction activities at 470 South Street.

Brooks and Culverts – Repair and Maintenance
Flooding has caused the failure of retaining walls, resulting in extensive erosion and silt deposits in brooks and streams. The silt has provided a medium for vegetation and affected the flow of water, and the situation has resulted in the loss of useable abutting property and flooded basements. No funding is proposed for this category in FY2020.

DPW Specialty Equipment

Unit	*Division*	*Year*	*Replacement*	*Amount*
351	*Parks & Forestry/DPW*	*2002*	*Tractor to be replaced in kind*	*$68,000*

Traffic Improvements
This funding would support projects that are recommended by the DPW and the Traffic Management Advisory Committee (TMAC). These recommendations include items such as permanent speed monitoring devices, traffic calming measures, and school zone enhancements. The proposed funding will support one or two construction-related requests per year, such as 500 feet of roadway granite curb installation, two school zone installations, two average traffic calming installations, several radar sign installations or sign and/or pavement markings.

Transfer Station Property Improvements
This request is to fund improvements to the Recycling & Transfer Station (RTS) facility to increase efficiency, comply with regulatory requirements, and improve the facility function. Presently the RTS is accessible to the public after hours. The installation of fencing will minimize public access and increase security. The Town is under obligation to separate the composting operations from the wetlands. Finally, the installation of an extended scale will accurately determine the weights of materials being shipped out of or dropped off at the RTS.

Town Multi-Function Printer Devices
This funding will allow for the replacement of multi-function copier/printers in the four primary Town locations (Town Hall, Public Services Administration Building, Public Safety, and Center at the Heights) as part of a planned replacement schedule. There are nine of these devices, only three of which were not purchased as part of the original construction project. Several of these devices are currently over six years old, and one is over eight years old. The cycle for replacement of these multi-function printers is seven years.

Town Office Furniture Replacement

Furniture in heavy use is in need of replacement at the Public Services Administration Building and Town Hall, which opened in 2010 and 2011 respectively. The $25,000 requested in Fiscal Year 2020 will allow for the purchase of replacement furniture including tattered audience chairs in Powers Hall and the conference tables in the Public Services Administration Building.

Building Management System Upgrade

The Town maintains a Building Management System (BMS) to manage the heating, ventilation, and air conditioning (HVAC) for all major facilities throughout Town. This system consists of internal sensors in the HVAC components and a back-end software product that allows Building Maintenance staff to review and diagnose HVAC issues both remotely and on-site. This system is critical to the maintenance of healthy air temperature within the buildings. Currently, the Town has three separate systems. This request is to upgrade and standardize all of the existing systems so that the Town is only maintaining one system. The system will work with all of the controls in all buildings, with the exception of the Newman School, which will require a conversion of the controls in order for this new system to communicate. The new system will simplify the hardware and software in each building, be more user friendly, and allow integration with the afterhours permitting system.

General Fund Fleet Replacement Program

The Town's fleet replacement program was established in FY2015. The program includes a budget and schedule for the Town's rolling stock fleet of appropriately 220 vehicles, trailers, and large specialized attachments and the School Department fleet of 14 vans and buses. General purpose vehicles include pickup trucks, a variety of sedans, SUV's, vans, and police vehicles (87). They comprise approximately 39 percent of the entire fleet. General purpose vehicles are utilized in every department and are relatively interchangeable. The replacement of these vehicles can proceed on a regular schedule and should be part of the of the Town's recurring costs. The Town relies on a number of trailers for the purpose of moving tools and equipment, hauling trash and debris, and transporting special equipment. The Town has 47 trailers which represents approximately 23 percent of the fleet. Specialized, high value vehicles and snow and ice equipment comprise the other 38 percent of the fleet. These vehicles and equipment are just as integral to Town operations as the general purpose vehicles, but serve the unique purposes of specific departments or divisions. Included in this group are the high value vehicles such as ambulances, large dump trucks, fire engines, street sweepers, and others for which appropriations need to be planned. Unless circumstances require otherwise, the proposed FY2020 fleet replacement schedule is as follows.

General Fund Fleet Program – General Purpose Vehicles

UNIT	DIVISION	YEAR	REPLACEMENT	AMOUNT
457	Building	2006	Ford Taurus to be replaced by Toyota FAV4 or similar	$33,085
C-42	Fire	2013	Explorer to be replaced by an SUV	$35,249
2	Fleet/DPW	2010	Ford F150 to be replaced in kind	$37,060
92	Engineering/DPW	2012	Ford Explorer to be replaced by Ford Van	$41,550
57	Highway/DPW	2012	Ford F350 to be replaced in kind	$63,804
705	Building Maintenance/DPW	2006	Ford E250 to be replaced by Ford F150	$37,060
715	Building Maintenance/DPW	Addition to Fleet	Ford Van	$43,709
56	RSD/DPW	2010	Ford F150 to be replaced by Ford F250	$50,332
Bus 14	Needham Public Schools	2012	School Bus to be replaced in kind	$81,942
Van 1	Needham Public Schools	2011	Ford E150 Van to be replaced by similar passenger van	$38,388
Van 2	Needham Public Schools	2011	Ford E150 Van to be replaced by similar passenger van	$38,388

General Fund Fleet Replacement – Specialized Equipment

UNIT	DIVISION	YEAR	REPLACEMENT	AMOUNT
256	Parks & Forestry/DPW	2008	Brush Bandit Chipper	$64,936
38	Parks & Forestry/DPW	2007	Aerial Lift	$274,434

General Fund Fleet Replacement – Snow & Ice Equipment

UNIT	DIVISION	YEAR	REPLACEMENT	AMOUNT
102	Highway/DPW	2008	Large Tractor to be replaced in kind	$252,140
107	Highway/DPW	2008	Sidewalk Tractor Plow to be replaced in kind	$178,571

Truck Classification
Class 1 = Smallest Pick-up Trucks 6,000 lbs.
Class 2 = Full Size or 1/2 Ton Pick-up Trucks 6K to 10K lbs. (ex Ford F150 and F250)
Class 3 = Heavy Duty Pick-up Trucks 10K to 14K lbs. (ex Ford F350)
Class 4 = Medium Size Work Trucks 14K to 16K lbs. (ex Ford F450)
Class 5 = Medium Job Trucks 16K to 19.5K lbs. (ex Ford F550)
Class 6 = Medium to Large Trucks 19.5K to 26K (ex Ford F650)
Class 7 = Heavy Duty Trucks 26K to 33K (ex Ford F750) Requires Class B Commercial
Class 8 = Largest Heavy Duty Trucks 33K lbs. or more (ex 18-wheeler)

Personal Protective Equipment – Bunker Gear
This request is to replace Personal Protective Equipment ("PPE" or "bunker gear") for 20% of all firefighting personnel on an annual basis. The PPE requested includes boots, firefighting pants and coat. Firefighting personnel regularly work in toxic environments caused by spills, chemical releases and the products of combustion. Further, the toxicity of these carcinogens appears to be greater and more concentrated, due to the widespread use of synthetic and petroleum based building materials and furnishings found in modern construction. These contaminants, chemicals, toxins and carcinogens adhere to firefighters' bunker gear, thus creating a lingering exposure concern. Current safety practices dictate that firefighters be issued two sets of PPE, so that once contaminated the equipment can be washed and dried in equipment designed specifically for that purpose. Maintaining a second set of PPE allows for contaminated equipment to be washed and dried properly, while allowing personnel to remain available to respond to calls.

Police and Fire Mobile And Portable Radios
Radios are the primary communication tool between Fire and Police staff in the field and the dispatch center. Current radios have been discontinued by the manufacturer, or are at the end of their useful life. This funding will support the replacement of Police cruiser radios, Police portable radios, Fire portable and mobile radios, and Emergency Management portable radios.

Public Safety Desktops, Printers And Peripherals
This request is to provide hardware for locations within the new public safety buildings. An estimated ninety (90) desktops and laptops are required. The majority of this hardware is located in the Fire Department, where there are few if any devices available currently. Often staff members in both Police and Fire are sharing equipment, requiring them to wait for others to finish their work. There are no available desktops or laptops for officers to use for online training or meetings.

Public Safety Mobile Devices
This funding will replace laptops and tablets that are used in the Needham Police and Fire Department Vehicles. The hardware is used to access multiple applications during daily operations. The hardware communicates with the Public Safety CAD software as well as State and Federal databases. The devices themselves are hardened military specification hardware manufactured for use in more intensive environments than normal off the shelf hardware.

Energy Efficiency Upgrade Improvements
An energy efficiency study was conducted for ten municipal buildings in 2011. The results of this study illustrate that if the Town makes an investment in recommended energy upgrades, the cost of these upgrades will pay for themselves within ten years. Unless circumstances require otherwise, FY2020 improvements will include the installation of bi-lighting throughout the building hallways to improve lighting at the Pollard Middle School, and the retro-commissioning of the HVAC at the High Rock School.

High School Locker Reconfiguration
This funding would support the reconfiguration of student physical education lockers at Needham High School to accommodate the increased student population. Currently, there are 508 lockers at the High School. The project will add 111 lockers in the boys' locker room and 104 lockers in the girls' locker room. Currently, each locker room has small, medium and large lockers. The reconfiguration would remove the doors and frames from the medium and large lockers, and would create three new, small lockers from every two medium lockers, and three new small lockers from every one large locker. (The existing small lockers would remain unchanged.) Additionally, a new bank of 30 lockers would be added in the boys' locker room, and 24 new lockers will be added in the girls' locker room.

Mitchell School Restroom Upgrades
There are currently six restrooms at the Mitchell that are not ADA/MAAB accessible. Many of the existing plumbing fixtures are 40 to 60 years old. The current stalls are not the proper size and do not have grab bars, the urinals and dispensers are not set at the proper height, the sinks do not have insulated pipes, and the restrooms do not have the minimum clearance or appropriate turning radius. The restrooms will be upgraded to meet ADA/MAAB requirements.

Newman Preschool Playground Custom Shade Shelter
The Newman Preschool playground is situated in a part of the school that has constant sunlight. Access to the playground is limited to cloudy days or to mild weather, given that there is no available shade. About half of the children who attend the preschool are identified as having special needs, and many struggle with their social-emotional skills. A custom shade shelter would increase the students' comfort and access to the playground, which in turn would create more meaningful social opportunities for them during the day.

Newman School Gym Floor
The floors at the Newman School gym are original to the building. Over the years, they have been subject to buckling. This buckling has accelerated in the past few years, making the conditions in the gym potentially unsafe. Due to the presence of asbestos-containing materials in the subfloor, temporary repairs are not possible. The existing flooring will be removed, the asbestos containing materials will be abated, and new wood sports flooring will be installed.

Pollard School Blue And Green Gym Score Boards
The Department is in the process of designing upgrades for both the Blue and Green gyms at the Pollard Middle School. These upgrades include replacement of the rubber flooring, replacement of siding, painting, and installation of padding, backboards, and winch mechanisms on the basketball hoops. In the Green gym, two sections of pull-out seating will be installed to accommodate classes. After those upgrades are made, the existing scoreboards will need to be replaced – they are beyond their useful life and the technology is outdated. They also contain incandescent bulbs, which are not energy efficient. The scoreboards in both gyms will be replaced with updated, electronic LED scoreboards. Shot clocks will be installed that have wireless controls and technology.

School Furniture & Equipment
In FY2005, Town Meeting approved funding to begin the replacement of furniture in poor and fair condition throughout the School Department. By FY2015, all furniture in poor condition was replaced in the schools. The FY2020 funding request will continue the replacement of furniture in fair condition at the Pollard School, provide funding for new classroom furniture as needed, and will address targeted furniture needs at Eliot and Mitchell Schools.

School Master Plan Supplement
Capital planning for the School Department has grown increasingly complex, given the pressing needs of accommodating Full-Day Kindergarten, providing capacity for a growing enrollment, and repairing and renovating aging facilities. These needs have made it difficult for the School Committee to prioritize the capital needs on the planning horizon. Meeting the identified needs within available resources and reasonable timeframes will require the School Department to carefully consider all of the possibilities and options for prioritizing and scheduling building projects going forward. The proposed study would develop recommendations for long-range school capital plans under different enrollment scenarios/trajectories and the practical considerations of aging buildings. Potential recommendations could involve other buildings and/or non-building solutions like redistricting.

School Photocopier Replacement
In May of 2003, Town Meeting authorized first year funding to establish a replacement cycle for school photocopiers. School photocopiers are located in all the schools and the administration building, and are used both by administrative and teaching staff. Teachers use the machines to reproduce classroom materials, including homework sheets, exams, teaching packets etc. Currently the School Department owns 45 copy machines. Copier replacement is planned on a life-cycle basis, which projects when a copier should be replaced based on actual usage and the manufacturer's total estimated capacity. Copiers which are heavily used are replaced more frequently than copiers that are lightly used. This analysis assumes that copiers can be re-deployed around the District as needed, to better match projected usage with equipment capacity.

School Technology Replacement
The FY2020 request would fund the purchase of School Department technology, including desktop computers, printers, interactive white boards (IWBs), specialized instructional labs, projectors, video displays, security cameras and electronic door access controllers. The request also incorporates funding for school technology infrastructure, which consists of servers, network hardware, wireless infrastructure, data cabling and access points. The FY2020 request consists of $519,350 for hardware (computers, printers, interactive white boards, door access controllers, projection screens and TV studio) and $113,000 for infrastructure replacement (servers, network hardware, wireless data cabling and access points).

Facility Assessment For Sustainable Building Management
A facility assessment helps to guide major repairs and upgrades that may be required to ensure that older buildings remain sustainable. The Broadmeadow and Eliot Elementary Schools are approaching 20 years old, and may require upgrades beyond general maintenance. Many of the systems within the buildings, including heating, ventilation, and air conditioning (HVAC), boilers, and plumbing, are reaching the end of their useful life. A facility assessment will be conducted to determine the condition of the facility and to identify any major repairs and replacement needs.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $6,907,752 for General Fund Cash Capital, to be spent under the direction of the Town Manager, and to meet this appropriation that $6,788,252 be transferred from Free Cash; that $9,500 be transferred from Article 42 of the 2013 Annual Town Meeting for the DPW Boiler Replacement Design, that $10,000 be transferred from Article 39 of the 2015 Annual Town Meeting for the High School Locker Reconfiguration & Addition, and that $100,000 be transferred from Article 4 of the 2017 May Special Town Meeting for the DPW Boiler Replacement Design, Energy Efficiency Upgrade Improvements, and the High School Locker Reconfiguration & Addition, or take any other action relative thereto.

Group	Description	Recommended	Amendment
Community Services	Center at the Heights Computer Lab	$50,000	
Community Services	Library Furniture Replacement	$112,960	

Group	Description	Recommended	Amendment
DPW	DPW Boiler Replacement 470 Dedham Avenue	$50,000	
DPW	Public Works Infrastructure Program	$2,169,550	
DPW	Specialty Equipment - Tractor	$68,000	
DPW	Traffic Improvements	$50,000	
DPW	Transfer Station Property Improvements	$295,000	
General Government	Town Multi-Function Printer Devices	$35,600	
General Government	Town Offices Replacement Furniture	$25,000	
Multiple	Building Management System Upgrade	$392,000	
Multiple	Fleet Replacement Program	$1,270,648	
Public Safety	Personal Protective Equipment	$43,424	
Public Safety	Police and Fire Mobile and Portable Radios	$617,550	
Public Safety	Public Safety Desktops, Printers and Peripherals	$200,000	
Public Safety	Public Safety Mobile Devices	$35,000	
Public Schools	Energy Efficiency Upgrade Improvements	$57,000	
Public Schools	High School Locker Reconfiguration & Addition	$50,000	
Public Schools	Mitchell School Restroom Upgrades	$67,000	
Public Schools	Newman Preschool Playground Custom Shade Shelter	$69,200	
Public Schools	Newman School Gym Floor	$275,000	
Public Schools	Pollard School Blue & Green Gym Score Boards	$30,000	
Public Schools	School Furniture & Equipment	$35,000	
Public Schools	School Master Plan Supplement	$125,000	
Public Schools	School Photocopier Replacement	$52,470	
Public Schools	School Technology Replacement	$632,350	
Public Schools	Facility Assessment for Sustainable Building Management (Broadmeadow & Eliot)	$100,000	
		$6,907,752	

Matthew D. Borrelli, Member, addressed this article on behalf of the Select Board. He explained that the General Fund cash capital is higher this year due to the inclusion of the Public Works Infrastructure. The Select Board unanimously recommends adoption of this article.

Barry J. Coffman, Chair, advised that the General fund is all encompassing. He noted that this year's total is 1.8% greater than the total in FY19 and 98% comes from Free Cash. The Finance Committee unanimously recommends adoption of Article 37.

Under the Library Furniture replacement, John D. Crimmings questioned how many stackable chairs would be purchased for $112,960. Mr. Borrelli advised that 160 chairs would be purchased at $706 per chair.

In response to an inquiry from Jeanne S. McKnight regarding the Public Works infrastructure Program, Mr. Borrelli explained that the town does collect on certain storm drain repair systems from private sources. However, this article is focusing on older parts of the town.

Mr. Borrelli explained to one Town Meeting Member that the cost of the chairs is an estimate. He concurred with Paul Durda that any unused money will be returned.

In response to Carol I. Urwitz, Mr. Borrelli explained that the cost of various items comes from each department.

In response to Philip Edward Brandish, Mr. Borrelli explained that this is a 5-year plan on the state contract. The town will go out to bid on these chairs.

Mr. Paul S. Alpert asked for some input from the Finance Committee on how they review this article. Barry J. Coffman, Chair, advised that the management of the town set the amounts in this article. The Finance Committee does deliberate in detail and we also have open hearings.

Michael McKay advised that he is in the furniture business and that these are excellent chairs. Mr. Borrelli advised Robert J. Dermody that the existing chairs are not in useful condition and will be auctioned.

The following motion to amend was offered by Mr. Joseph J. Leghorn: that the appropriation be reduced from "$112,960" under Community Services to "56,430".

Ilan Barzilay advised that he turned over his stackable chair, discovered the name of the manufacturer, googled said manufacturer and determined that the present cost of this chair is listed at $778.

After a brief discussion, a motion to move the previous question on the main motion and the motion to amend was offered by Ford Peckham. The motion to amend was presented and passed by the required a two-thirds vote on a voice vote declared by the Moderator.

The motion to amend was presented, but the motion failed on a voice vote declared by the Moderator.

ACTION: The main motion was presented and carried by unanimous vote.

ARTICLE 38: APPROPRIATE FOR ATHLETIC FACILITY IMPROVEMENTS

To see if the Town will vote to raise and/or transfer and appropriate the sum of $2,500,000 for athletic facility improvements for turf field replacement, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from the Athletic Facility Improvement Fund; or take any other action relative thereto.

Article Information: This article would fund synthetic turf field replacement and related work at DeFazio and Memorial Parks. Each year, an impact test is performed on all artificial turf fields in Town. The most recent test shows that these fields are approaching the end of their useful life. The existing turf carpet will be removed, the fields will be regraded and new and more modern artificial field turf will be installed. The Town has been planning for the replacement of the turf fields through appropriations to the Athletic Facility Improvement Fund since 2012.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $2,500,000 for athletic facility improvements for turf field replacement, to be spent under the direction of the Town Manager, and to meet this appropriation that said sum be transferred from the Athletic Facility Improvement Fund.

Mr. Matthew D. Borrelli, Member, addressed this proposal on behalf of the Select Board. He explained that this article would replace the synthetic turf at DeFazio and Memorial Parks. An impact test is conducted yearly and these fields are nearing the end of their life expectancy. The Board of Selectmen unanimously recommends adoption of this article.

Mr. John P. Connelly, member, addressed this proposal on behalf of the Finance Committee. He explained that the Town has been approving funds in preparation for this necessary project.

The Finance committee unanimously recommends adoption of this article.

In response to an inquiry from Paul S. Alpert, Mr. Borrelli advised that the useful life of synthetic turf is ten years.

In response to an inquiry from William J. Paulson regarding the useful life of a portion of the High School field, Mr. Borrelli requested that Edward Olsen, Superintendent of Parks &

Forestry, respond to this question. Mr. Olsen explained that the original turf at Memorial Park was problematic and not a good area. The area will be much better with new synthetic turf.

Mr. Paul A. Siegenthaler rose in support of the high school field indicating that he was the former President of Needham Softball and indicated that our children use this diamond.

In response to an inquiry from Lance R. Brown, Edward Olsen advised that the useful life expectancy of the new synthetic turf is twelve to fifteen years as opposed to the original synthetic turf whose useful life was ten years. Now there is a test and a pad that is added that extends the life of the second generation.

In response to an inquiry from Georgina A. Arrieta-Ruetenik, Edward Olsen explained that the old turf must be recycled.

Edward Olsen explained to Karen E. Han that the little pellets of rubber that collect on the soccer cleats and are brought home are not a health hazard. This occurs as the fields age. With the new turf design there is much less crumbling of rubber.

ACTION : The main motion was presented and passed by the required two-thirds vote on a voice vote declared by the Moderator.

Articles 39, 40 and 41 were adopted by unanimous consent on Monday, May 6, 2019.

ARTICLE 42: APPROPRIATE TO ATHLETIC FACILITY IMPROVEMENT FUND

To see if the Town will vote to raise, and/or transfer and appropriate the sum of $75,000 to the Athletic Facility Improvement Fund, as provided under the provisions of Massachusetts General Law Chapter 40, Section 5B, as further amended by Section 22 of Chapter 218 of the Acts of 2016, and to meet this appropriation that said sum be raised from the Tax Levy; or take any other action relative thereto.

Article Information: Massachusetts General Law Chapter 40, Section 5B, allows the Town to create one or more stabilization funds for different purposes. A stabilization fund is a special reserve fund into which monies may be appropriated and reserved for later appropriation for any lawful municipal purpose. Monies accumulated in a stabilization fund carry forward from one fiscal year to another. Interest earned from the investment of monies in the stabilization fund remains with that fund. Town Meeting by majority vote may appropriate into the fund and by a two-thirds vote appropriate from the fund. The 2012 Annual Town Meeting approved the creation of the Athletic Facility Improvement Fund to set aside capital funds for renovation and reconstruction of the Town's athletic facilities and associated structures, particularly at Memorial Park and DeFazio Park. The balance in the fund as of March 29, 2019 was $2,668,884.

MOVED: That the Town vote to raise, and/or transfer and appropriate the sum of $75,000 to the Athletic Facility Improvement Fund, as provided under the provisions of Massachusetts General Law Chapter 40, Section 5B, as further amended by Section 22 of Chapter 218 of the Acts of 2016, and to meet this appropriation that said sum be raised from the Tax Levy.

Mr. Matthew D. Borrelli, member, recommended adoption of this proposal on behalf of the Select Board.

Mr. Barry J. Coffman, Chair, advised that the Finance Committee will start the process again for future needs. The Finance Committee unanimously recommends adoption of Article 42.

ACTION: The main motion was presented and passed by majority vote on a voice vote declared by the Moderator.

Article 43 was adopted by unanimous consent on Monday, May 6, 2019.

ARTICLE 44: APPROPRIATE TO CAPITAL FACILITY FUND

To see if the Town will vote to raise and/or transfer and appropriate a sum to the Capital Facility Fund, as provided under the provisions of Massachusetts General Law Chapter 40, Section 5B, as further amended by Section 22 of Chapter 218 of the Acts of 2016, and to meet this appropriation that said sum be raised from the Tax Levy; or take any other action relative thereto.

Article Information: Massachusetts General Law Chapter 40, Section 5B, allows the Town to create one or more stabilization funds for different purposes. A stabilization fund is a special reserve fund into which monies may be appropriated and reserved for later appropriation for any lawful municipal purpose. Monies accumulated in a stabilization fund carry forward from one fiscal year to another. Interest earned from the investment of monies in the stabilization fund remains with that fund. Town Meeting by majority vote may appropriate into the fund and by a two-thirds vote appropriate from the fund. The 2007 Annual Town Meeting under Article 10 approved the creation of the Capital Facility Fund, as part of the Town's planning strategy for addressing capital facility maintenance needs by providing a reserve to address extraordinary building repairs and related expenses at times when other resources are unavailable. The purpose of this fund is to allow the Town, from time to time, by appropriation, to reserve funds for design, maintenance, renovation, or reconstruction relating to the structural integrity, building envelope, or MEP (mechanical, electrical, plumbing) systems of then-existing capital facilities. The balance in the fund as of March 29, 2019 was $1,874,435.

MOVED: That the Town vote to raise and/or transfer and appropriate a sum to the Capital Facility Fund, as provided under the provisions of Massachusetts General Law Chapter 40, Section 5B, as further amended by Section 22 of Chapter 218 of the Acts of 2016, and to meet this appropriation that said sum be raised from the Tax Levy.

Article 44 was withdrawn on Monday, May 6, 2019.

Articles 45, 46, 47, and 48 were adopted by unanimous consent on Monday, May 6, 2019.

ARTICLE 49: AMEND GENERAL BY-LAW/STRETCH ENERGY CODE

To see if the Town will vote to amend its General By-Laws by adding thereto Section 3.10 entitled "Stretch Energy Code" for the purpose of regulating the design and construction of buildings for the effective use of energy, pursuant to Appendix 115.AA of the Massachusetts Building Code, 780 CMR, the "Stretch Energy Code", including future editions, amendments, or

modifications thereto, as set forth below; or take any action relative thereto.

Section 3.10 STRETCH ENERGY CODE

3.10.1 Definitions

International Energy Conservation Code (IECC) - The International Energy Conservation Code (IECC) is a building energy code created by the International Code Council. It is a model code adopted by many state and municipal governments in the United States for the establishment of minimum design and construction requirements for energy efficiency, and is updated on a three-year cycle. The baseline energy conservation requirements of the MA State Building Code are the IECC with Massachusetts amendments, as approved by the Board of Building Regulations and Standards.

Stretch Energy Code - Codified by the Board of Building Regulations and Standards as 780 CMR Appendix 115.AA of the Massachusetts building code, the Stretch Energy Code is an appendix to the Massachusetts building code, based on further amendments to the International Energy Conservation Code (IECC) to improve the energy efficiency of buildings built to this code.

3.10.2 Purpose The purpose of 780 CMR 115.AA is to provide a more energy efficient alternative to the Base Energy Code applicable to the relevant sections of the building code for new buildings.

3.10.3 Applicability This code applies to residential and commercial buildings. Buildings not included in this scope shall comply with 780 CMR 115.AA, as indicated.

3.10.4 Stretch Energy Code The Stretch Energy Code, as codified by the Board of Building Regulations and Standards as 780 CMR Appendix 115.AA, including any future editions, amendments or modifications, is herein incorporated by reference into this section.

3.10.5 Enforcement The Stretch Energy Code is enforceable by the Building Commissioner effective January 1, 2020.

Article Information: This Article would adopt the Massachusetts Stretch Energy Code as a Town by-law. The goal of the Stretch Code is to set standards beyond base State building code requirements in order to improve energy efficiency.

Adoption of the Stretch Code was previously considered by Town Meeting in 2011, and referred to the Select Board for further study. Concerns at that time included uncertainties about then-pending code changes and potential hardships for owners of smaller and older homes.

Those issues have largely been resolved. The current stretch energy code is performance-based – it requires new homes to meet a Home Energy Rating System target, rather than requiring the installation of specific levels of energy efficiency for each building element. The current differences between the base and stretch codes are relatively narrow and apply only to new residential construction and commercial construction over 100,000 square feet, not to smaller additions, renovations, and repairs.

The Select Board has met with advocates for adoption of the Stretch Code, and also with architects and builders working in the community. Professionals are familiar with the Stretch Code, and report that that most new construction in Needham already uses it, and that is true in most area communities as well.

Adoption of the stretch energy code will allow the Town to apply for designation as a Green Community and qualify for grants to pay for energy saving projects. The recommendation to adopt the stretch energy code, however, stands on its own merit and a determination as to whether the Town should apply for Green Community status will be made at a later date. Adoption of the stretch code will contribute to efforts to address climate change at the local level.

MOVED: That the Town vote to amend its General By-Laws by adding thereto Section 3.10 entitled "Stretch Energy Code" for the purpose of regulating the design and construction of buildings for the effective use of energy, pursuant to Appendix 115.AA of the Massachusetts Building Code, 780 CMR, the "Stretch Energy Code", including future editions, amendments, or modifications thereto, as set forth below; or take any action relative thereto.

Section 3.10 STRETCH ENERGY CODE

3.10.1 Definitions

International Energy Conservation Code (IECC) - The International Energy Conservation Code (IECC) is a building energy code created by the International Code Council. It is a model code adopted by many state and municipal governments in the United States for the establishment of minimum design and construction requirements for energy efficiency, and is updated on a three-year cycle. The baseline energy conservation requirements of the MA State Building Code are the IECC with Massachusetts amendments, as approved by the Board of Building Regulations and Standards.

Stretch Energy Code - Codified by the Board of Building Regulations and Standards as 780 CMR Appendix 115.AA of the Massachusetts building code, the Stretch Energy Code is an appendix to the Massachusetts building code, based on further amendments to the International Energy Conservation Code (IECC) to improve the energy efficiency of buildings built to this code.

3.10.2 Purpose The purpose of 780 CMR 115.AA is to provide a more energy efficient alternative to the Base Energy Code applicable to the relevant sections of the building code for new buildings.

3.10.3 Applicability This code applies to residential and commercial buildings. Buildings not included in this scope shall comply with 780 CMR 115.AA, as indicated.

3.10.4 Stretch Energy Code The Stretch Energy Code, as codified by the Board of Building Regulations and Standards as 780 CMR Appendix 115.AA, including any future editions, amendments or modifications, is herein incorporated by reference into this section.

3.10.5 Enforcement The Stretch Energy Code is enforceable by the Building Commissioner effective January 1, 2020.

Mr. Daniel P. Matthews, Member, addressed this proposal on behalf of the Select Board. He explained that the

stretch energy code goes beyond the base code and improve energy efficiency. The Select Board suggested that it makes sense to join this program.

Joshua W. Levy, Member, recommended adoption on behalf of the Finance Committee. He advised that this applies mostly to new construction.

Paul S. Alpert, Chair, recommended adoption on behalf of the Planning Board.

In response to an inquiry from Catherine E. Kurkjian, Mr. Matthews advised that we are currently using the 2015 base energy code.

ACTION: The main motion was presented and carried by majority vote on a voice vote declared by the Moderator.

ARTICLE 50: HOME RULE PETITION – TOWN MEETING

To see if the Town will vote to authorize the Select Board to petition the General Court, in compliance with Clause (1), Section 8 of Article LXXXIX of the Amendments of the Constitution, to the end that the legislation be adopted precisely as follows;

Be it enacted by the Senate and House of Representatives in the General Court assembled, and by authority of same, as follows:

SECTION 1. Chapter 403 of the acts of 1971, as most recently amended by Chapter 341 of the Acts of 2018 be amended as follows:

In Section 11. Time, Notice, Conduct and Adjournment of Town Meeting, by striking out the first paragraph and inserting in its place the following paragraph: "The annual town meeting for the election of town officers and such other matters as may be voted on the official ballot thereof shall be held in February, March, April or May of each year, on a date fixed by by-law. The annual town meeting for the transaction of business by the representative town meeting shall be divided into two business meetings. The first business meeting shall be held in May of each year and the second business meeting shall be held in November of each year, on dates fixed by by-law. Proposed amendments to the Needham Zoning By-Law shall be considered during the second business meeting."

SECTION 2. This act shall take effect January 1, 2020.

Or take any other action relative thereto.

Article Information: This article, submitted by citizens' petition, requests Town Meeting approval of a Home Rule petition to amend the Town Charter provisions regarding scheduling of the representative Annual Town Meeting (ATM).

At present, the Annual Town Meeting begins on the first Monday in May, as provided in the General By-Laws pursuant to the current Charter. If the business is not completed in the first session, the meeting continues on successive Wednesdays and Mondays, unless otherwise voted by Town Meeting, until all business is completed. Special Town Meetings may be called at any time of year on at least fourteen days' notice.

The proposed amendment would divide the Annual Town Meeting into two meetings, the first to be held in May and the second in November, and provide that Zoning By-Law amendments be considered in the second meeting. The amendment would not change the scheduling of Special Town Meetings.

MOVED: That the Town vote to authorize the Select Board to petition the General Court, in compliance with Clause (1), Section 8 of Article LXXXIX of the Amendments of the Constitution, to the end that the legislation be adopted precisely as follows;

Be it enacted by the Senate and House of Representatives in the General Court assembled, and by authority of same, as follows:

SECTION 1. Chapter 403 of the acts of 1971, as most recently amended by Chapter 341 of the Acts of 2018 be amended as follows:

In Section 11. Time, Notice, Conduct and Adjournment of Town Meeting, by striking out the first paragraph and inserting in its place the following paragraph: "The annual town meeting for the election of town officers and such other matters as may be voted on the official ballot thereof shall be held in February, March, April or May of each year, on a date fixed by by-law. The annual town meeting for the transaction of business by the representative town meeting shall be divided into two business meetings. The first business meeting shall be held in May of each year and the second business meeting shall be held in November of each year, on dates fixed by by-law. Proposed amendments to the Needham Zoning By-Law shall be considered during the second business meeting."

SECTION 2. This act shall take effect January 1, 2020.

Mr. Joshua W. Levy, Precinct C Town Meeting Member, advised that this article would address town Meeting. He explained that zoning amendments create a lot of debate and can last from 3 – 5 nights. Article 50 would formalize the division of the Annual Town Meeting into two parts – one in the spring and one in the fall.

Mr. Daniel P. Matthews, Member, advised that the Select Board is always on the lookout to make Town Meeting work better and more efficiently. However, the Select Board does not agree with this petition which calls for a Town Meeting in November. We have a Special Town Meeting in the fall and other times during the year as needed. We already make Town Meeting Members spend multiple nights in May so the Select Board does not feel this is a good use of time. The Board feels it is best to stay with the Annual Town Meeting in May and have one night specials. The Select Board respectfully requests a no vote on this article.

Paul S. Alpert, Chair, advised that the Planning Board unanimously voted against this article. The Planning Board is concerned with limiting zoning article to a fall Town Meeting.

Kimberly Knickle-Tierney expressed appreciation for Mr. Levy's efforts for predictability.

Mr. Richard J. Reilly expressed concern with the last sentence in Section 11. He moved that the words "It is intended that" be added to the beginning of the last sentence and the capital "P" in the word proposed by made a small "p". Mr. Levy rose in support of this amendment.

Mr. Artie R. Crocker rose in opposition to this Article. He expressed appreciation for Mr. Levy's article but suggested that people get use to the May Town Meetings. There is more time in the spring.

Mr. Adam J. Block rose in opposition to the article and the motion to amend. He advised that he is a member of the Council of Economic Advisors. He feels that this would limit zoning and restrict public debate. Lois Sockol also rose in opposition to this proposal

Mr. Peter Sergey Panov rose in support of this proposal.

Mr. Reilly's motion to amend was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented and passed on a voice vote declared by the Moderator.

ACTION : The main motion, as amended, was presented but the motion failed on a voice vote declared by the Moderator.

ARTICLE 51: HOME RULE PETITION – RESOLUTION TO CALL FOR THE UNITED STATES TO "PULL BACK FROM THE BRINK" AND PREVENT NUCLEAR WAR—AN EXISTENTIAL THREAT TO THE FUTURE OF HUMANITY AND THE PLANET

Moved, that Town Meeting adopt the following Resolution, or take any other action in relation thereto:

RESOLUTION TO CALL FOR THE UNITED STATES TO "PULL BACK FROM THE BRINK" AND PREVENT NUCLEAR WAR—AN EXISTENTIAL THREAT TO THE FUTURE OF HUMANITY AND THE PLANET

WHEREAS, since the height of the Cold War, the United States and Russia have dismantled more than 50,000 nuclear warheads, but approximately 15,000 of these weapons still exist and, thus, still pose an intolerable risk to human survival; and

WHEREAS, approximately 95 percent of these weapons are in the hands of the United States and Russia, while the remainder are held by 7 other countries, namely, China, France, Israel, India, North Korea, Pakistan, and the United Kingdom; and

WHEREAS, nuclear war would directly kill hundreds of millions of people and cause unimaginable environmental damage; and

WHEREAS, there is a high probability that such a nuclear war would lead to catastrophic climate disruption dropping temperatures across the planet to levels not seen since the last ice age, thus resulting in the starvation of the vast majority of the human race, quite possibly leading to our extinction and the extinction of multiple other species; and

WHEREAS, even the use of a tiny fraction of these weapons would cause worldwide climate disruption and global famine; e.g., as few as a 100 Hiroshima-sized bombs (small by modern standards) would put at least 5 million tons of soot into the upper atmosphere and cause climate disruption across the planet, cutting food production and putting 2 billion people at risk of starvation; and

WHEREAS, despite the popular notion that these arsenals exist solely to guarantee they will never be used, on multiple occasions nuclear armed states have proceeded to the brink of using these weapons, and their use was narrowly averted; and

WHEREAS, former Defense Secretary Robert McNamara—speaking about the Cuban Missile Crisis in The Fog of War—said, "It was luck that prevented nuclear war"; and

WHEREAS, our nuclear policy must NOT be subject to the whims of "luck;" and

WHEREAS, the growing climate crisis is stressing communities around the world and intensifying the likelihood of conflict, and, thus, the danger of war and the possibility of escalating to nuclear war; and WHEREAS, the planned expenditure of more than $1 trillion dollars to enhance the U.S. nuclear arsenal will not only increase the risk of nuclear disaster but also fuel a global arms race and divert crucial resources needed to assure the well-being of the American people and people all over the world; and

WHEREAS, in July 2017, 122 nations called for the elimination of all nuclear weapons by adopting the Treaty on the Prohibition of Nuclear Weapons.

BE IT RESOLVED THAT the Town of Needham, Massachusetts, acting through its elected Representative Town Meeting, calls upon our federal leaders and our nation to make nuclear disarmament the centerpiece of U.S. national security policy and to work toward the goal of signing the Treaty on the Prohibition of Nuclear Weapons.

BE IT FURTHER RESOLVED that Town Meeting calls upon our federal leaders and our nation to spearhead a global effort to prevent nuclear war by:

- renouncing the option of using nuclear weapons first;
- ending the president's sole, unchecked authority to launch a nuclear attack;
- taking U.S. nuclear weapons off "hair-trigger" alert;
- cancelling all plans to add weapons to the U.S. nuclear arsenal that would make it more likely that leaders will initiate nuclear war; and
- actively pursuing a verifiable agreement among nuclear armed states to eliminate their nuclear arsenals.

BE IT FURTHER RESOLVED that Town Meeting requests that the Town Clerk send a copy of the Resolution adopted by Town Meeting to our U.S. Congressional Representative Joseph P. Kennedy, III, U.S. Senator Elizabeth Warren, U.S. Senator Edward J. Markey, and President Donald J. Trump.

Article Information: This article, submitted by citizens' petition, requests a non-binding resolution of Town Meeting in support of proposed actions by the Town's Representatives in Congress and the President of the United States to achieve nuclear disarmament and a reduction in the threat of nuclear war.

Moved, that Town Meeting adopt the following Resolution, or take any other action in relation thereto:

RESOLUTION TO CALL FOR THE UNITED STATES TO "PULL BACK FROM THE BRINK" AND PREVENT NUCLEAR WAR—AN EXISTENTIAL THREAT TO THE FUTURE OF HUMANITY AND THE PLANET

WHEREAS, since the height of the Cold War, the United States and Russia have dismantled more than 50,000 nuclear warheads,

but approximately 15,000 of these weapons still exist and, thus, still pose an intolerable risk to human survival; and

WHEREAS, approximately 95 percent of these weapons are in the hands of the United States and Russia, while the remainder are held by 7 other countries, namely, China, France, Israel, India, North Korea, Pakistan, and the United Kingdom; and

WHEREAS, nuclear war would directly kill hundreds of millions of people and cause unimaginable environmental damage; and

WHEREAS, there is a high probability that such a nuclear war would lead to catastrophic climate disruption dropping temperatures across the planet to levels not seen since the last ice age, thus resulting in the starvation of the vast majority of the human race, quite possibly leading to our extinction and the extinction of multiple other species; and

WHEREAS, even the use of a tiny fraction of these weapons would cause worldwide climate disruption and global famine; e.g., as few as a 100 Hiroshima-sized bombs (small by modern standards) would put at least 5 million tons of soot into the upper atmosphere and cause climate disruption across the planet, cutting food production and putting 2 billion people at risk of starvation; and

WHEREAS, despite the popular notion that these arsenals exist solely to guarantee they will never be used, on multiple occasions nuclear armed states have proceeded to the brink of using these weapons, and their use was narrowly averted; and

WHEREAS, former Defense Secretary Robert McNamara—speaking about the Cuban Missile Crisis in The Fog of War—said, "It was luck that prevented nuclear war"; and

WHEREAS, our nuclear policy must NOT be subject to the whims of "luck;" and

WHEREAS, the growing climate crisis is stressing communities around the world and intensifying the likelihood of conflict, and, thus, the danger of war and the possibility of escalating to nuclear war; and WHEREAS, the planned expenditure of more than $1 trillion dollars to enhance the U.S. nuclear arsenal will not only increase the risk of nuclear disaster but also fuel a global arms race and divert crucial resources needed to assure the well-being of the American people and people all over the world; and

WHEREAS, in July 2017, 122 nations called for the elimination of all nuclear weapons by adopting the Treaty on the Prohibition of Nuclear Weapons.

BE IT RESOLVED THAT the Town of Needham, Massachusetts, acting through its elected Representative Town Meeting, calls upon our federal leaders and our nation to make nuclear disarmament the centerpiece of U.S. national security policy and to work toward the goal of signing the Treaty on the Prohibition of Nuclear Weapons.

BE IT FURTHER RESOLVED that Town Meeting calls upon our federal leaders and our nation to spearhead a global effort to prevent nuclear war by:

- renouncing the option of using nuclear weapons first;
- ending the president's sole, unchecked authority to launch a nuclear attack;
- taking U.S. nuclear weapons off "hair-trigger" alert;
- cancelling all plans to add weapons to the U.S. nuclear arsenal that would make it more likely that leaders will initiate nuclear war; and
- actively pursuing a verifiable agreement among nuclear armed states to eliminate their nuclear arsenals.

BE IT FURTHER RESOLVED that Town Meeting requests that the Town Clerk send a copy of the Resolution adopted by Town Meeting to our U.S. Congressional Representative Joseph P. Kennedy, III, U.S. Senator Elizabeth Warren, U.S. Senator Edward J. Markey, and President Donald J. Trump.

Dr. Joseph McCabe addressed this petition on behalf of a group of Needham residents. He stated that prevention is the only cure for nuclear war.

Linda Davis, resident, addressed this proposal. She explained that there was a resolution passed on December 7, 1981 by a hand count of hands Yes 118 – No 68 calling for a freeze on nuclear war. She noted that while it did not eliminate nuclear weapons, it did reduce the number of weapons from 60,000 to 15,000.

Mr. Peter Metz, resident, addressed this petition on behalf of the petitioners. He noted that he moved to North Hill three- and one-half years ago and is a retired engineer. In retirement he focused on the threat of nuclear weapons and suggested that if we don't address this resolution, we won't be able to solve world hunger or any other world issues. Mr. Metz noted that we have these weapons to deter other countries to not use their nuclear weapons. We all need to work together to get out of this mess and now is the time to start.

Mr. John A. Bulian, Chair, offered a motion the following motion to amend: that the title of the main motion under Article 51 be amended by deleting the words "Home Rule Petition". He explained that this is a petition and not a Home Rule Petition.

Doug H. Fox rose in opposition to this petition. He suggested that this is not a town issue but a national issue and the petitioners should talk to senators and representatives.

Mr. Ralph Poness, resident from Precinct D, stated that the original resolution in 1981 was passed by Town Meeting and a group produced a large rally in Central park. That resolution helped to reduce the number of nuclear weapons from 60,000 to 15,000.

Lois Sockol rose in support of this petition. She said that this proposal gives us a chance to speak. Think of your conscience, or kids, or grandkids.

Terence P. Noonan stated that there is a Nike Site in Needham, so this proposal is within the four corners. This is a moral issue.

Artie R. Crocker rose in support of this petition. He urged Town Meeting to take a stand. It is within the four corners and our community connects to the next and the next....

M. Patricia Cruickshank and Jeanne S. McKnight also rose in support of this petition.

A motion to move the previous question was offered by William R. Dermody. The motion was presented and passed by the required two-thirds vote on a voice vote declared by the Moderator.

Mr. Bulian's motion to amend was presented and passed by majority vote on a voice vote declared by the Moderator so that the title of Article 51 reads as follows:

ARTICLE 51: RESOLUTION TO CALL FOR THE UNITED STATES TO "PULL BACK FROM THE BRINK" AND PREVENT NUCLEAR WAR—AN EXISTENTIAL THREAT TO THE FUTURE OF HUMANITY AND THE PLANET

ACTION: The main motion, as amended, was presented but the Moderator was in doubt. The motion was again presented and carried on a voice vote declared by the Moderator.

VOTED: **RESOLUTION TO CALL FOR THE UNITED STATES TO "PULL BACK FROM THE BRINK" AND PREVENT NUCLEAR WAR—AN EXISTENTIAL THREAT TO THE FUTURE OF HUMANITY AND THE PLANET**

WHEREAS, since the height of the Cold War, the United States and Russia have dismantled more than 50,000 nuclear warheads, but approximately 15,000 of these weapons still exist and, thus, still pose an intolerable risk to human survival; and

WHEREAS, approximately 95 percent of these weapons are in the hands of the United States and Russia, while the remainder are held by 7 other countries, namely, China, France, Israel, India, North Korea, Pakistan, and the United Kingdom; and

WHEREAS, nuclear war would directly kill hundreds of millions of people and cause unimaginable environmental damage; and

WHEREAS, there is a high probability that such a nuclear war would lead to catastrophic climate disruption dropping temperatures across the planet to levels not seen since the last ice age, thus resulting in the starvation of the vast majority of the human race, quite possibly leading to our extinction and the extinction of multiple other species; and

WHEREAS, even the use of a tiny fraction of these weapons would cause worldwide climate disruption and global famine; e.g., as few as a 100 Hiroshima-sized bombs (small by modern standards) would put at least 5 million tons of soot into the upper atmosphere and cause climate disruption across the planet, cutting food production and putting 2 billion people at risk of starvation; and

WHEREAS, despite the popular notion that these arsenals exist solely to guarantee they will never be used, on multiple occasions nuclear armed states have proceeded to the brink of using these weapons, and their use was narrowly averted; and

WHEREAS, former Defense Secretary Robert McNamara—speaking about the Cuban Missile Crisis in The Fog of War—said, "It was luck that prevented nuclear war"; and

WHEREAS, our nuclear policy must NOT be subject to the whims of "luck;" and

WHEREAS, the growing climate crisis is stressing communities around the world and intensifying the likelihood of conflict, and, thus, the danger of war and the possibility of escalating to nuclear war; and WHEREAS, the planned expenditure of more than $1 trillion dollars to enhance the U.S. nuclear arsenal will not only increase the risk of nuclear disaster but also fuel a global arms race and divert crucial resources needed to assure the well-being of the American people and people all over the world; and

WHEREAS, in July 2017, 122 nations called for the elimination of all nuclear weapons by adopting the Treaty on the Prohibition of Nuclear Weapons.

BE IT RESOLVED THAT the Town of Needham, Massachusetts, acting through its elected Representative Town Meeting, calls upon our federal leaders and our nation to make nuclear disarmament the centerpiece of U.S. national security policy and to work toward the goal of signing the Treaty on the Prohibition of Nuclear Weapons.

BE IT FURTHER RESOLVED that Town Meeting calls upon our federal leaders and our nation to spearhead a global effort to prevent nuclear war by:

- renouncing the option of using nuclear weapons first;
- ending the president's sole, unchecked authority to launch a nuclear attack;
- taking U.S. nuclear weapons off "hair-trigger" alert;
- cancelling all plans to add weapons to the U.S. nuclear arsenal that would make it more likely that leaders will initiate nuclear war; and
- actively pursuing a verifiable agreement among nuclear armed states to eliminate their nuclear arsenals.

BE IT FURTHER RESOLVED that Town Meeting requests that the Town Clerk send a copy of the Resolution adopted by Town Meeting to our U.S. Congressional Representative Joseph P. Kennedy, III, U.S. Senator Elizabeth Warren, U.S. Senator Edward J. Markey, and President Donald J. Trump.

ARTICLE 52: OMNIBUS

To see if the Town will vote to raise by taxation, transfer from available funds, by borrowing or otherwise, such sums as may be necessary for all or any of the purposes mentioned in the foregoing articles, especially to act upon all appropriations asked for or proposed by the Selectmen, or any Town officer or committee, to appoint such committees as may be decided upon and to take action upon matters which may properly come before the meeting; or take any other action relative thereto.

The Moderator stated that there is no action to be taken under Article 52 and declared Article 52 disposed of.

The Moderator then thanked the various committees and volunteers for all their hard work during the year. He thanked the Finance Committee for looking out for Town Meeting, the Town Clerk and her staff, the custodian Pat Thornton and the custodial staff. He noted that we all have a much greater appreciation for the stackable chairs. He thanked Steven Jacques for serving as Marshall and the two pages, Lily Pendergast and Chandler Perkinson. He thanked Sandy Cincotta for manning the projector and Mark Mandell and the Needham Cable TV for televising our Town Meetings. He thanked the Town Meeting Members and acknowledged that we have a great town.

At this time the Moderator announced that Lt. John Kraemer will be retiring after having served Town Meeting and the Town for over thirty years of service.

At 11:10 P.M. Mr. John A. Bulian on behalf of the Select Board moved to dissolve the Annual Town Meeting with the following Resolution:

THE FOLLOWING RESOLUTION

was offered

In memory of

John H. Cogswell

WHEREAS: John H. "Jack" Cogswell was born and raised in northern New York; and

WHEREAS: Jack was a graduate of Dartmouth College, and received his Masters of Science in Civil Engineering from Dartmouth's Thayer School of Engineering. After Dartmouth, he served in the Army reserves, achieving the rank of Captain; and

WHEREAS: Jack was married to the late Patricia "Pat" (Morrissey) for 59 years, and together they raised their two children Julie and Catherine. Jack and Pat lived most of their adult lives in Needham, including four separate occasions between 1956 and 2018. For most of those years, Jack lived in the John Mills House on Great Plain Avenue, moving to North Hill for the final years of his life; and

WHEREAS: Jack worked at the New England Telephone Company for 34 years, starting as a pole climber and rising through the ranks until his retirement as Secretary and Treasurer of the company; and

WHEREAS: Jack's service to the Town of Needham is almost without parallel. He was the host of the "Talk of the Town" show on the Needham Channel for many years – he felt strongly that the general public should have a greater understanding of local government. He was especially passionate in his advocacy of all Public Works matters, and may be best known for his "bubble speech," in which he convinced Town Meeting that appropriate investment in roads and public infrastructure was critically necessary and overdue; and

WHEREAS: Jack was a committed member of the Needham Historical Society from 1975 to 2018. He served at times as Treasurer, Director, and Trustee of the endowment fund. He had a passion for the health care industry. One of his most notable achievements was leading the effort to merge the Glover Hospital with the Deaconess Medical Center of Boston – an enduring and successful model for hospital collaboration in the Commonwealth; and

WHEREAS: Jack served on many boards and committees in Needham, including the Board of Selectmen from 1996 to 2008, the Planning Board, the Solid Waste Disposal and Recycling Committee, the Taxation Aid Committee, the Council of Economic Advisors, the Economic Development Advisory Committee, the New England Business Center Development Advisory Committee, the Historical Commission, the Community Preservation Committee, the Board of Appeals, the Water and Sewer Rate Structure Committee, the Traffic Management Advisory Committee, and the Trustees of Glover Memorial Hospital. He served as a Town Meeting Member from 1975 to 2007 and from 2015 to 2018. In February 2019, the Select Board voted to name the new Central Avenue Storage Building on Central Avenue in his honor;

NOW THEREFORE, be it resolved by this body that the 2019 Annual Town Meeting be dissolved in honor of the civic and community contributions of John H. "Jack" Cogswell to the Town of Needham.

ACTION: At 11:10 P.M. on Monday, May 13, 2019, the Resolution was presented and carried unanimously by voice vote.

Theodora K. Eaton, MMC
Town Clerk

A true copy
ATTEST: